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ABSTRACT

The increase in the number of community organizations offering educational programs prompted the first national survey of adult education sponsored by the National Center for Educational Statistics (NCES). All private, nonprofit organizations were included whose prime reason for existence was to offer services, or to serve as a vehicle for association, to members of the general public. Six groups of organizations were surveyed: churches; religious other than churches; Y's (YMCA, YWCA, WMHA, and YWHA) and Red Cross chapters; civic; social service; and cultural and other organizations. Of the 4,650 units selected more than a fourth (28.5 percent) indicated they conducted adult education activities of the type requested. Results were obtained on the number of participating organizations (over 75 percent were churches), size of programs, location, courses and registration, participant characteristics (58 percent women, 14 percent black, median age 38.3), teaching staff (78 percent volunteers, 22 percent paid, totaling more than 654,000), methods of operation, teaching methods, and sources of income. The survey showed that 321,000 adult education programs were offered by 66,770 organizations to nearly 11 million adults in 1972. A detailed description of the survey methodology, the survey instrument, and a bibliography are appended, and make up about one-half of the document. (BP)

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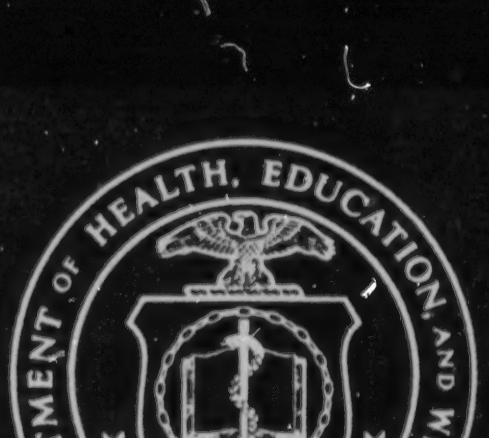

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HIGHLIGHTS

About 66,770 community organizations offered 321,000 adult education courses to nearly 11 million participants in 1972.

Churches comprised over 75 percent of community organizations offering adult education. About 33 percent of the participants were enrolled in church-sponsored activities.

Y's and Red Cross chapters made up 5 percent of the organizations in which nearly 28 percent of the participants were enrolled.

There was an average of 164 participants per organization, ranging from 72 for churches to 907 for Y's and Red Cross chapters.

Nearly 58 percent of the participants were women, over a third of whom were enrolled in churches offering adult education programs. Male participants were about equally distributed (about 30 percent each) in churches and in Y's and Red Cross chapters.

The median age of all participants was 38.3, ranging from 30.8 in Y's and Red Cross chapters to 44.2 in churches.

More than 14 percent of the participants in adult education programs were black. Nearly half were enrolled in social service organizations and over a fourth in Y's and Red Cross chapters.

More than 654,000 staff members were teaching adult education courses. Of these, 78 percent were volunteers and 22 percent were paid employees of the organizations.

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Adult Education in Community Organizations 1972

by
Evelyn R. Kay
National Center for
Educational Statistics
Office of Education

U.S. DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
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"The purpose and duties of the Office of Education shall be to collect statistics and facts showing the condition and progress of education in the United States, and to disseminate such information respecting the organization and management of schools and school systems, and methods of teaching, as shall aid the people of the United States in the establishment and maintenance of efficient school systems, and otherwise promote the cause of education throughout the country."—General Education Provisions Act, sec. 403a (20 U.S.C. 1221c).

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FOREWORD

Just as educational institutions seek to provide the widest variety of services to the communities in which they are located, an increasing number of community organizations themselves are offering educational programs. This trend was demonstrated by a Bureau of the Census survey of participation in adult education which showed that 13 percent of the participants in adult education courses in the year ending May 1969 took at least one course sponsored by a nonprofit community organization.

This clue to the significant role that these organizations play in meeting educational needs of adults prompted the first national survey of adult education sponsored by community organizations. This publication reports on the results and methodology of that survey. Based on a sample of 4,650 organizations, national estimates were developed on the scope and characteristics of adult education offered by community organizations. Another study by the National Center for Educational Statistics (NCES) provides information on adult education activities sponsored by colleges and universities, and being prepared are reports on those sponsored by public education systems and by public and private vocational schools. Together, the results of these studies will provide a comprehensive picture of the status of adult education.

The survey was conducted for NCES by Westat Research, Inc., under the general direction of the NCES project officer, Evelyn R. Kay. The Westat project director was James M. Daley, who was assisted by George K. Schueler, David W. Chapman, and Morris H. Ullman.

Special thanks must go to respondents in the various organizations, many of whom did not maintain their records in the format required for this survey and, consequently, made a special effort to develop the required data.

Current plans call for periodic repetition of this survey. Comments and suggestions to aid in developing future surveys will be particularly welcome.

Robert Calvert, Jr., Chief
Adult and Vocational
Education Surveys Branch

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INTRODUCTION

Background

Adult education is a lifetime undertaking, involving tens of millions of people. Imparting knowledge, skills, or attitudes, formally or informally, is part of almost every organized activity and involves pedagogical efforts of many persons, often on a part-time, volunteer basis. Participants in adult education outnumber students in high schools and colleges; yet, when education is discussed, the point of reference is usually the formal academic system, with little attention paid to the less formal adult education activities.

For many reasons, adult education is both taken for granted and ignored. First, there is little agreement on its definition. Studies may cover formal, rigidly structured programs or such informal activities as reading books and newspapers. Second, adult education often is an adjunct of more formal educational activities. Universities, for example, concentrate their reporting on degree-program activities and consider their noncredit work or other activities designed for adult participants as byproducts, frequently not recorded. Third, it uses marginal resources and serves a public for whom records are seldom kept. Adult education, therefore, lends itself to description and measurement only with difficulty.

Earlier Surveys

Until recently, few attempts had been made to measure the scope of adult education. In 1957, the Bureau of the Census conducted a survey for the Office of Education that, by the definition employed, reported over 8,000,000 participants in adult education. 1/ In 1962, the National Opinion Research Center (NORC) conducted a somewhat similar but more intensive survey that used a much broader definition and reported 25,000,000 participants -- many of whom were involved in organized self-study and other activities not included in the 1957 survey. 2/ Another study, in 1969, listed organizations

1/ Marie D. Wann and Marthine V. Woodward, Participation in Adult Education, Circular No. 539, DHEW, Office of Education, 1959, 36 p.

2/ John W. C. Johnstone and Ramon J. Rivera, Volunteers for Learning, National Opinion Research Center, Chicago, Aldine Publishing Co., 1965, 624 p.

involved in adult education programs, added magnitudes reported by them, made an allowance for duplication, and estimated a total participation of 30,000,000. 3/

In the late 1960's, the National Center for Educational Statistics (NCES) made arrangements with the Bureau of the Census for inclusion in the latter's May 1969 4/ and May 1972 5/ Current Population Surveys (CPS) questions regarding participation in adult education activities and instructional sources. Separate studies have been made by NCES of the extent of adult education activities offered by colleges and universities 6/ and public education systems. 7/ This report provides information from a survey of adult education activities in nonprofit community organizations.

According to the CPS results, of the 13,150,000 participants in adult education activities in May 1969, over 1,554,000 were in programs offered by community organizations. Comparable figures for 1972 were 15,734,000, of whom 1,996,000 were in community organizations.

Scope of This Survey

For this survey, the term "community organizations" included all private, nonprofit organizations whose prime reason for existence was to offer services, or to serve as a vehicle for association, to members or to the general public. Their offering of education services was only incidental to this main purpose. Excluded from this definition were all public and private schools and colleges, proprietary schools, business and industrial organizations, professional societies, and labor unions. In addition, after the pretest, other groups were excluded if they had a low incidence of adult education activities and would therefore make little impact on the total.

3/ J. Eugene Weldon, "30 Million Adults Go to School," American Education, Nov. 1969, pp. 11-13.

4/ Imogene E. Okes, Participation in Adult Education, 1969: Initial Report (OE 72-1); Participation in Adult Education, 1969: Full Report. (In preparation.)

5/ ----, Participation in Adult Education, 1972. (In preparation.)

6/ Florence B. Kemp, Noncredit Activities in Institutions of Higher Education, 1967-68: Registrations (OE 72-13).

7/ Imogene E. Okes, Adult Education in the Public Education System, 1971. (In preparation.)

To provide a measurable definition of adult education comparable with that used in other surveys, data were requested on organized programs of 3 hours or more designed to impart knowledge, skills, and attitudes to adults and out-of-school youth. Specific exclusions were organizational activities such as membership or fellowship meetings, worship services, inservice training of volunteers or paid staff members, fundraising activities, and social and recreational activities (unless these activities involved organized instruction).

Types of Organizations Covered

The surveyed organizations, for convenience in summarization and presentation, were divided into six groups, with participation estimated as follows:

1. Churches, which were defined to include synagogues and other places of worship, accounted for 50,480 (76 percent) of the 66,770 community organizations with adult education activities and served 3,614,000 persons (32.9 percent).

2. Religious organizations other than churches, estimated at 3,310, provided adult education for 474,000 persons. This group included church headquarters' organizations, councils of churches, church federations, and organizations with close links to the church. The Salvation Army and certain youth centers, schools, homes for the aged, and home health agencies were also included. However, if one of the latter organizations reported broad programs of a community nature (other than religious instruction), it was listed as a civic, social service, or other type of organization.

3. Y's [8/] and Red Cross chapters, which play a significant role in adult education activities, provided such activities for 3,050,000 persons in an estimated 3,360 installations.

4. Civic organizations, totaling 3,730 and providing adult education activities for more than 1,175,000 adults, included neighborhood centers, senior citizens groups, and such community-oriented groups as taxpayers associations, civil liberties groups, and other groups concerned with community issues and betterment.

5. Social service organizations were estimated at 4,350, with 2,285,000

8/ Y's included the Young Men's Christian Association (YMCA), Young Women's Christian Association (YWCA), Young Men's Hebrew Association (YMHA), and Young Women's Hebrew Association (YWHA).

participants. This group comprised social welfare organizations and health-oriented groups, such as the American Cancer Society, vocational rehabilitation organizations, and alcoholism councils.

6. Cultural and other organizations, totaling 1,540 and offering adult education activities to 370,000 participants, included social and literary societies, civic theater groups, and symphony societies, as well as "miscellaneous" organizations which, on the basis of information available, could not be classified in any other group.

Table 1 shows the estimated total of each type of community organization and the number and percent offering adult education activities.

Table 1.--Total community organizations and those with adult education programs, by type of organization, 1972

Type of organization	Estimated total	With programs	Percent of total
Total	233,800	66,770	28.5
Churches	*172,000	50,480	29.3
Other religious	12,000	3,310	27.5
Y's and Red Cross	**4,700	3,360	71.1
Civic	20,500	3,730	18.2
Social service	16,300	4,350	26.8
Cultural and other	8,200	1,540	18.9

* Yearbook of American Churches (cited in Statistical Abstracts of the United States, 1972) reported 329,000 churches in 1970, many without pastors. The smaller number included in this survey is based on the implicit assumption that churches without telephones are too small to have adult education activities.

** Actual count of addresses furnished by parent organizations.

Methodology

From the estimated 233,800 community organizations in the United States, 4,650 units were selected for inclusion in the sample. Because few organizations use comparable record systems, the survey questionnaires and techniques were carefully developed and tested in a series of steps. In phase I, a tentative questionnaire was formulated and a survey design was organized and tested on a very limited group. As a result of this pretest, definitions were established and the questionnaires and survey techniques revised. In phase II, revisions were tested in five geographic areas to determine the feasibility of a full-scale survey. When phase II was successfully completed, the remaining geographic areas were sampled. The survey was by mail and followup was primarily by telephone, with some personal visits. Results of phases II and III were incorporated, thus permitting estimates for the United States as a whole.

More than a fourth (28.5 percent) of the sampled units indicated they conducted adult education activities of the type requested. From these returns, estimates were prepared and are presented in this report.

Full details on preparation of the lists of community organizations, methods of sampling and weighting the returns, and preparation of the estimates are given in appendix A. The questionnaire form and instructions for its completion appear in appendix B.

SURVEY RESULTS

Organizations Offering Adult Education Programs and Number of Participants

As already noted, there were 66,770 community organizations in the United States offering adult education programs during 1972. Almost 11 million persons took part in these programs -- an average of 164 participants per organization. Averages varied from a low of 72 for churches and synagogues to a high of over 900 for Y's and Red Cross chapters. Although churches made up more than 75 percent of the organizations offering adult education activities, they had only 33 percent of total participants. In contrast, Y's and Red Cross chapters, which comprised 5 percent of total organizations, had nearly 28 percent of participants. (See table 2.)

Table 2.--Community organizations with adult education programs, total participants, and average number of participants, by type of organization, 1972

Type of organization	Organizations		Participants		Average number of participants
	Number	Percent	Number (000's)	Percent	
Total	66,770	100.0	10,968	100.0	164
Churches	50,480	75.6	3,614	33.0	72
Other religious	3,310	5.0	474	4.3	143
Y's and Red Cross	3,360	5.0	3,050	27.8	907
Civic groups	3,730	5.6	1,175	10.7	315
Social service	4,350	6.5	2,285	20.8	525
Cultural and other	1,540	2.3	370	3.4	241

Size of Programs

Over 25 percent of all organizations had adult education programs involving fewer than 25 persons, and over 70 percent had programs with fewer than 100 total participants. Churches and other religious organizations tended to have smaller numbers of participants, with nearly 80 percent sponsoring programs involving fewer than 100 participants. The Y's and Red Cross chapters, on the other hand, reported that over 75 percent of their programs involved more than 100 participants. (See table 3.)

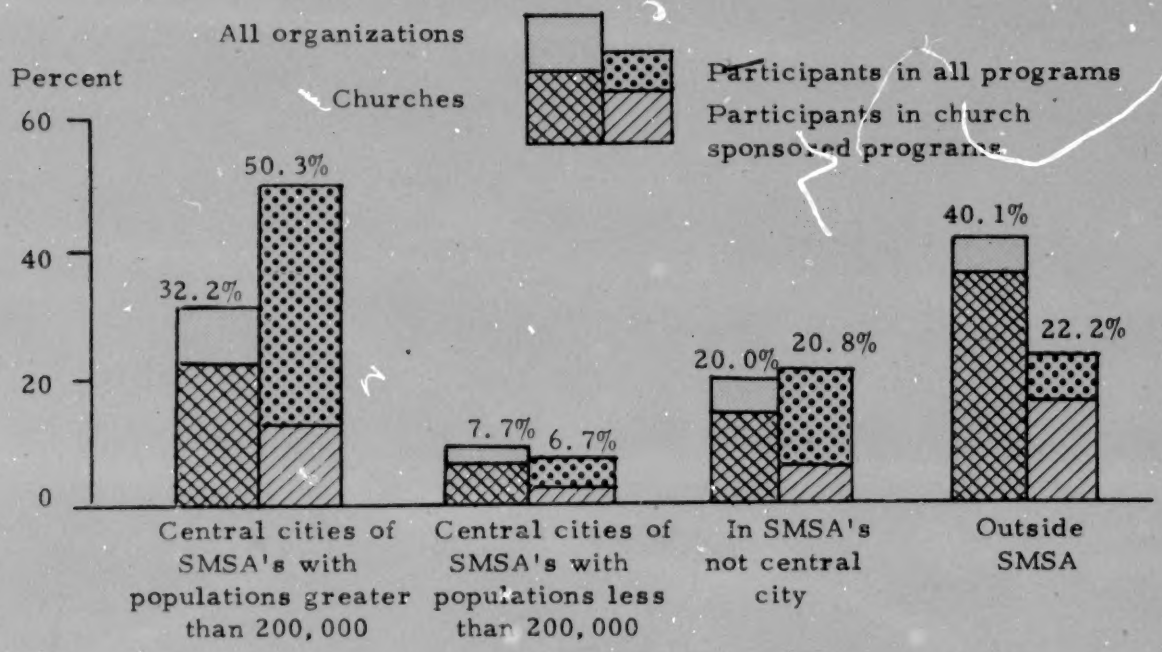
Table 3.--Community organizations with adult education programs, by type of organization and size of program, 1972

Size of program (Number of participants)	Total	Churches	Other religious organizations	Y's and Red Cross	Civic groups	Social services	Cultural and other
Total organizations	66,770	50,480	3,310	3,360	3,730	4,350	1,540
Fewer than 25 participants	17,290	14,900	1,090	90	500	470	240
25- 49	13,760	11,220	510	280	610	710	430
50- 99	17,170	14,180	840	450	740	690	270
100-249	12,430	8,680	240	780	1,030	1,490	210
250-499	3,260	910	400	810	400	490	250
500 or more	2,860	590	230	950	450	500	140
Percent distribution by type of organization							
Total organizations	100.0	75.6	5.0	5.0	5.6	6.5	2.3
Fewer than 25 participants	100.0	86.2	6.3	0.5	2.9	2.7	1.4
25- 49	100.0	81.5	3.7	2.0	4.5	5.2	3.1
50- 99	100.0	82.6	4.9	2.6	4.3	4.0	1.6
100-249	100.0	69.8	1.9	6.3	8.3	12.0	1.7
250-499	100.0	27.9	12.3	24.8	12.3	15.0	7.7
500 or more	100.0	20.6	8.0	33.2	15.8	17.5	4.9
Percent distribution by size of program							
Total organizations	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Fewer than 25 participants	25.9	29.5	32.8	2.8	13.4	10.8	15.5
25- 49	20.6	22.2	15.3	8.3	16.4	16.4	27.9
50- 99	25.7	28.1	25.4	13.5	19.7	15.9	17.5
100-249	18.6	17.2	7.3	23.0	27.7	34.3	13.6
250-499	4.9	1.8	12.2	24.2	10.9	11.1	16.4
500 or more	4.3	1.2	7.0	28.2	11.9	11.5	9.1

Location of Organizations

Nearly one-third of the community organizations with adult education activities were located in the central cities of SMSA's[9/] with populations exceeding 200,000, and approximately 8 percent were in central cities of SMSA's with populations of less than 200,000. Twenty percent were in SMSA's outside the central cities and the remaining 40 percent were outside SMSA's. (See fig. 1.)

Figure 1.--Community organizations with adult education programs and participants in these programs, by metropolitan status, 1972



Sixty percent or more of churches and Y's and Red Cross chapters with programs were located outside the central cities. More than half of all other types of organizations having adult education activities were in the central cities. (See table 4.)

Of persons served by community organizations, about 50 percent participated in programs in central cities of large SMSA's, 7 percent were in programs in central cities of smaller SMSA's, and 21 percent were in SMSA's outside the

9/ Standard Metropolitan Statistical Areas.

central cities. The remaining 22 percent attended programs sponsored by organizations located outside the SMSA's. (See fig. 1.)

Table 4.--Community organizations with adult education programs, by type of organization and by metropolitan status, 1972

Type of organization	All organizations	In central city of SMSA with population greater than 200,000	In central city of SMSA with population less than 200,000	In SMSA not central city	Outside SMSA
Total organizations	66,770	21,460	5,170	13,360	26,780
Churches	50,480	14,930	4,030	9,130	22,390
Other religious	3,310	1,550	200	940	620
Y's and Red Cross	3,360	700	260	690	1,710
Civic groups	3,330	1,790	160	1,130	650
Social service	4,350	1,850	320	960	1,220
Cultural and other	1,540	640	200	510	190
Percent distribution by type					
Total	100.0	100.0	100.0	100.0	100.0
Churches	75.6	69.6	77.9	68.2	83.6
Other religious	5.0	7.2	3.9	7.0	2.3
Y's and Red Cross	5.0	3.3	5.0	5.3	6.4
Civic groups	5.0	8.3	3.1	8.5	2.4
Social service	6.5	8.6	6.2	7.2	4.6
Cultural and other	2.3	3.0	3.9	3.8	0.7
Percent distribution by location					
Total	100.0	32.2	7.7	20.0	40.1
Churches	100.0	29.6	8.0	18.1	44.3
Other religious	100.0	46.8	6.1	28.4	18.7
Y's and Red Cross	100.0	20.8	7.7	20.6	50.9
Civic groups	100.0	48.0	4.3	30.3	17.4
Social service	100.0	42.5	7.4	22.1	28.0
Cultural and other	100.0	41.6	13.0	33.1	12.3

Nearly two of every three persons participating in adult education programs in areas outside the SMSA's were served by churches. In each of the three SMSA locations, about a fourth of the participants were in church programs. In contrast, Y's and Red Cross chapters had nearly a third of their participants in each of the central city locations, but only a fifth outside the central cities. (See table 5.)

Table 5.--Participants in community organizations with adult education programs, by type of organization and by metropolitan status, 1972

(Participants in thousands)

Type of organization	All organizations	In central city of SMSA with population greater than 200,000	In central city of SMSA with population less than 200,000	In SMSA, not central city	Outside SMSA
Total organizations	10,968	5,514	738	2,284	2,432
Churches	3,614	1,273	203	583	1,555
Other religious	474	236	52	127	59
Y's and Red Cross	3,050	1,805	225	496	524
Civic groups	1,175	946	5	133	91
Social service	2,285	1,008	210	871	196
Cultural and other	370	246	43	74	7
Percent distribution by type					
Total	100.0	100.0	100.0	100.0	100.0
Churches	32.9	23.1	27.6	25.5	63.9
Other religious	4.3	4.3	7.1	5.5	2.4
Y's and Red Cross	27.8	32.7	30.5	21.7	21.6
Civic groups	10.7	17.1	0.6	5.9	3.7
Social service	20.9	18.3	28.4	38.1	8.1
Cultural and other	3.4	4.4	5.8	3.3	0.3
Percent distribution by location					
Total	100.0	50.3	6.7	20.8	22.2
Churches	100.0	35.2	5.6	16.2	43.0
Other religious	100.0	49.8	11.0	26.8	12.4
Y's and Red Cross	100.0	59.2	7.4	16.2	17.2
Civic groups	100.0	80.5	0.4	11.3	7.8
Social service	100.0	44.1	9.2	38.1	8.6
Cultural and other	100.0	66.5	11.6	20.0	1.9

As one would expect, the larger programs (as measured by average number of participants) were found in the more densely populated areas. (See table 6.) Y's and Red Cross chapters in the central cities of the larger SMSA's served, on the average, almost 2,600 individuals, in contrast with an average of 85 served by churches in these same areas. Organizations in the central cities of the larger SMSA's served an average of 257 persons, compared with an average of 91 persons served by organizations outside SMSA's. Social service organizations averaged over 500 participants, with their largest programs located in SMSA's outside central cities.

Table 6.--Average number of participants in community organizations with adult education programs, by type of organization and by metropolitan status, 1972

Type of organization	Average, all organizations	In central city of SMSA with population greater than 200,000	In central city of SMSA with population less than 200,000	In SMSA not central city	Outside SMSA
All organizations	164.3	257.0	142.8	171.1	90.8
Churches	71.6	85.3	50.4	63.8	69.4
Other religious	143.3	152.4	260.4	135.1	95.1
Y's and Red Cross	907.1	2,576.8	878.8	715.8	305.9
Civic groups	315.3	528.2	30.0	117.7	140.5
Social service	525.0	544.0	646.2	912.8	160.3
Cultural and other	240.9	384.0	214.9	147.7	35.5

Courses and Registrations

The 66,770 community organizations with adult education programs offered a total of 321,040 courses,[10/] with a total registration of 14,214,000. The

10/ This survey defined a course as an organized curriculum of 3 hours or more presented on a regular or systematic basis during the 12-month survey period. If the same course was repeated more than once during the year or presented to separate groups, it was listed as one course.

The classification of courses is similar (with some modifications) to that developed for the May 1969 survey of participation in adult education. In this survey, religion is separated from the community-issues category and shown separately because of the large numbers of churches which fall into the group surveyed. In addition, the definition of "courses" is limited to those of 3 hours or more.

average number of courses per organization was 5, the average number of registrations per organization was 213, and the average number of registrations per course was 44. (See table 7.)

Table 7.--Community organizations with adult education programs, courses offered, and registrations, by detailed type of course, 1972

Detailed type of course	Organizations offering courses*	Courses** offered	Registrations** (000's)	Courses per organization	Registrations per course	Registrations per organization
	(a)	(b)	(c)	(b)/(a)	(c)/(b)	(c)/(a)
Total	**66,770**	**321,040**	**14,214**	**4.8**	**44.3**	**212.9**
General education	**5,640**	**18,410**	**472**	**3.3**	**25.6**	**83.8**
Adult basic	3,080	8,380	213	2.7	25.4	69.1
Americanization	490	1,100	76	2.2	68.9	154.7
H.S., G.E.D., or college subject	1,890	4,340	116	2.3	26.8	61.5
Other general education	1,640	4,590	67	2.8	14.7	41.1
Occupational training	**5,000**	**17,500**	**796**	**3.5**	**45.6**	**159.5**
Professional, business, and sales	2,240	7,360	498	3.3	67.7	222.5
Skilled, semi-skilled, and service	1,650	5,840	178	3.5	30.5	108.1
Other occupational	1,700	4,300	120	2.5	28.1	71.0
Religion	**46,590**	**130,220**	**4,252**	**2.8**	**32.6**	**91.3**
Community issues	***NA	**50,320**	**4,443**	***NA	**88.3**	***NA
Civic and public affairs	6,680	13,740	486	2.1	35.4	72.8
Safety and survival	3,600	28,620	2,697	8.0	94.2	749.2
Other community issues	3,870	7,960	1,260	2.1	158.4	325.6
Personal and family living	**24,380**	**66,040**	**2,934**	**2.7**	**44.4**	**120.3**
Home and family living	13,550	22,130	1,452	1.6	65.6	107.2
Personal development	13,560	34,650	1,200	2.6	34.6	88.5
Other personal and family	4,490	9,260	282	2.1	30.4	62.8
Sports and recreation	**5,190**	**35,080**	**1,124**	**6.8**	**32.0**	**216.6**
Hobbies and recreation	4,510	24,460	746	5.5	30.5	165.4
Sports lessons	1,670	10,620	378	6.4	35.6	226.4
Miscellaneous	**1,390**	**3,470**	**193**	**2.5**	**55.6**	**138.8**

*Organizations are not additive because of overlapping offerings.

**Figures refer only to those courses and registrations for which average total hours were reported.

***The number of organizations offering courses in community issues, including religion, is 53,020. Because of overlapping offerings and the difficulty in separating courses in religion from community issues, it was not possible to provide the estimates.

The largest numbers of courses per organization were offered in safety and survival topics (8.0), in sports lessons (6.4), and in hobby and recreation programs (5.5). In most other areas, the average number of courses offered per organization ranged from 2 to 3.

The largest numbers of registrations per course were for other community issues (158.4) and for safety and survival courses (94.2). Courses in Americanization; professional, business, and sales; and home and family living averaged over 65 registrations per course.

The highest average registration per organization was for programs on safety and survival topics (749.2), largely the Red Cross programs. Additional average registrations per organization were: other community issues (325.6); sports lessons (226.4); and professional, business, and sales courses (222.5).

Religion, community issues, and personal and family living courses together accounted for over 80 percent of registrations in courses offered by community organizations. General education and occupational training accounted for 8.8 percent of registrations, evidently low because these programs are more likely to be offered in public schools. Organized instruction in sports and recreation (7.7 percent) and in miscellaneous and unclassified programs (2.9 percent) accounted for the remaining registrations. The distribution of registrations for the major classification of courses appears in table 8.

Registrations for programs on religion were concentrated heavily in churches and other religious organizations. Safety and survival courses in Red Cross chapters were prominent in the community-issues area. Personal and family living programs were provided principally by social service organizations and churches. Sports and recreation programs were concentrated in the Y's. Occupational training was sponsored mainly by social service and civic organizations.

Of the 321,040 organized courses of 3 hours or more in length, for which average course length was reported, 61 percent were less than 20 hours' duration and represented 64 percent of total registrations. (See tables 9 and 10.) The median course length was 16.4 hours, ranging from a median of 6.1 hours for other community-issue courses to 177.7 hours for training in skilled, semi-skilled, and service occupations. Generally, courses in general education and in occupational training were longer than the average.

Table 8.--Registrations in community organizations with adult education programs, by type of organization and by major type of course, 1972

(Registrations in thousands)

Major type of course	Total	Churches	Other religious organizations	Y's and Red Cross	Civic groups	Social service	Cultural and other
Total registrations	**10,542.2**	**5,203.9**	**643.8**	**3,628.1**	**1,894.9**	**2,603.5**	**568.0**
General education	472.0	130.6	24.2	43.4	229.8	25.1	8.9
Occupational training	797.4	67.0	40.1	58.8	229.7	398.1	3.7
Religion	4,252.0	3,823.1	338.6	2.2	10.6	2.4	75.1
Community issues	4,500.2	212.9	56.0	2,131.2	927.8	1,127.9	44.4
Personal and family living	2,967.1	893.5	105.1	556.7	187.9	1,028.3	195.6
Sports and recreation	1,126.5	60.3	51.9	781.2	139.4	12.4	81.3
Miscellaneous and unclassified	427.0	16.5	17.9	54.6	169.7	9.3	159.0
Percent distribution by type of course							
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0
General education	3.3	2.5	5.3	1.2	12.1	0.9	1.6
Occupational training	5.5	1.3	6.2	1.5	12.1	15.3	0.7
Religion	29.3	73.5	52.6	0.1	0.6	0.1	13.3
Community issues	30.9	4.1	8.7	58.7	49.0	43.3	7.8
Personal and family living	20.4	17.2	16.3	15.4	9.9	39.5	34.4
Sports and recreation	7.7	1.1	8.1	21.5	7.3	0.5	14.3
Miscellaneous and unclassified	2.9	0.3	2.8	1.5	9.0	0.4	28.0
Percent distribution by type of organization							
Total	100.0	35.8	4.4	24.9	13.1	17.9	3.9
General education	100.0	27.7	7.2	9.2	48.7	5.3	1.9
Occupational training	100.0	8.4	5.0	7.4	28.8	49.9	0.5
Religion	100.0	89.9	8.0	0.1	0.2	0.1	1.8
Community issues	100.0	4.7	1.2	47.4	20.6	25.1	1.0
Personal and family living	100.0	30.1	3.5	18.8	6.3	34.7	6.6
Sports and recreation	100.0	5.4	4.6	69.3	12.4	1.1	7.2
Miscellaneous and unclassified	100.0	3.9	4.2	12.8	39.7	2.2	37.2

Table 9.--Length of courses offered by community organizations with adult education programs, by detailed type of course, 1972

Detailed type of course	Total courses*		Length of courses (percent of total)					Median length of course (in hours)
	Number	Percent	3–4 hours	5–19 hours	20–49 hours	50–149 hours	150 hours or more	
Total	**321,040**	**100.0**	**8.5**	**52.2**	**21.6**	**13.5**	**4.2**	**16.4**
General education	**18,410**	**100.0**	**7.7**	**30.5**	**14.8**	**24.5**	**22.5**	**43.4**
Adult basic	8,380	100.0	3.8	35.9	6.6	18.6	35.1	69.4
Americanization	1,100	100.0	2.3	34.6	56.4	6.7	0.0	26.4
H.S., G.E.D., or college subject	4,340	100.0	5.6	15.5	12.4	46.6	19.9	84.8
Other general education	4,590	100.0	17.9	33.9	22.1	18.9	7.2	18.7
Occupational training	**17,500**	**100.0**	**16.2**	**30.4**	**13.6**	**7.1**	**32.7**	**27.0**
Professional, business, and sales	7,360	100.0	35.9	25.4	3.6	11.7	23.4	12.8
Skilled, semi-skilled, and service	5,840	100.0	0.3	23.5	21.5	0.4	54.4	177.7
Other occupational	4,300	100.0	4.0	48.3	19.9	8.5	19.2	18.8
Religion	**130,220**	**100.0**	**2.1**	**49.2**	**29.5**	**18.9**	**0.3**	**19.1**
Community issues	**50,320**	**100.0**	**22.2**	**65.6**	**7.4**	**3.1**	**1.7**	**10.8**
Civic and public affairs	13,740	100.0	40.0	49.8	7.3	2.9	0.0	7.5
Safety and survival	28,620	100.0	7.0	82.4	8.3	0.1	2.2	12.3
Other community issues	7,960	100.0	46.5	32.6	4.3	14.2	2.4	6.1
Personal and family living	**66,040**	**100.0**	**10.0**	**62.1**	**13.1**	**13.1**	**1.7**	**14.2**
Home and family living	22,130	100.0	12.9	64.5	14.4	7.1	1.1	13.1
Personal development	34,650	100.0	4.0	64.2	10.8	18.7	2.3	15.2
Other personal and family	9,260	100.0	25.6	48.7	18.2	6.8	0.7	12.0
Sports and recreation	**35,080**	**100.0**	**6.7**	**49.4**	**34.1**	**7.4**	**2.4**	**17.6**
Hobbies and recreation	24,460	100.0	7.5	41.4	39.1	9.5	2.4	20.2
Sports lessons	10,620	100.0	4.7	67.8	22.5	2.6	2.4	14.5
Miscellaneous	**3,470**	**100.0**	**2.7**	**28.4**	**47.5**	**9.3**	**12.1**	**31.4**

*Percent distribution is computed on all courses for which data on the average length of course were reported.

Table 10.--Registrations in courses offered by community organizations with adult education programs, by detailed type of course and by length of course, 1972

Detailed type of course	Total registrations*		Length of courses (Percent of total registrations)				
	Number	Percent	3–4 hours	5–19 hours	20–49 hours	50–149 hours	150 hours or more
Total	**14,214**	**100.0**	**13.7**	**50.6**	**17.2**	**13.3**	**5.2**
General education	**472**	**100.0**	**2.4**	**26.2**	**19.9**	**24.3**	**27.2**
Adult basic	213	100.0	2.9	37.2	5.4	12.4	43.0
Americanization	76	100.0	1.3	11.5	71.2	16.0	0.0
H.S., G.E.D., or college subject	116	100.0	4.2	11.7	6.8	54.1	23.2
Other general education	67	100.0	2.0	33.1	30.5	20.1	14.3
Occupational training	**796**	**100.0**	**15.8**	**41.5**	**26.0**	**1.7**	**15.0**
Professional, business, and sales	498	100.0	24.2	42.4	28.4	1.4	3.6
Skilled, semi-skilled, and service	178	100.0	0.2	36.9	16.2	2.1	44.6
Other occupational	120	100.0	3.8	44.9	30.4	2.1	18.8
Religion	**4,252**	**100.0**	**2.0**	**39.1**	**30.8**	**27.7**	**0.4**
Community issues	**4,443**	**100.0**	**18.2**	**68.4**	**5.5**	**2.5**	**5.4**
Civic and public affairs	486	100.0	38.9	45.4	5.8	9.9	0.0
Safety and survival	2,697	100.0	1.9	90.2	7.5	(**)	0.3
Other community issues	1,260	100.0	45.0	30.7	1.0	4.7	18.6
Personal and family living	**2,934**	**100.0**	**28.0**	**44.4**	**9.2**	**13.1**	**5.3**
Home and family living	1,452	100.0	50.1	39.2	4.7	5.2	0.8
Personal development	1,200	100.0	2.2	48.6	13.9	24.3	11.0
Other, personal and family	282	100.0	23.6	53.5	12.8	6.0	4.1
Sports and recreation	**1,124**	**100.0**	**8.6**	**63.2**	**18.6**	**6.5**	**3.1**
Hobbies and recreation	746	100.0	12.0	56.4	20.1	8.5	3.0
Sports lessons	378	100.0	1.8	76.5	15.8	2.4	3.4
Miscellaneous	**193**	**100.0**	**1.5**	**13.8**	**55.4**	**7.0**	**22.3**

*Percent distribution is computed on all registrations for which data on the average length of course were reported.
**Less than 0.05 percent.

Participant Characteristics

Sex. -- Female participants, by an almost 2-to-1 ratio, outnumbered males in adult education activities sponsored by churches, other religious organizations, and social service groups. Participants in activities of civic groups, cultural organizations, and the combined Y's and Red Cross chapters were approximately equally divided by sex. A tabulation of the Red Cross chapters alone showed that more men than women participated in these activities, whereas women outnumbered men in the organized adult education activities offered by the Y's. (See table 11.)

Table 11. --Sex of participants in community organizations with adult education programs, by type of organization, 1972

(In thousands)

Sex	Total	Churches	Other religious organizations	Y's and Red Cross	Civic groups	Social services	Cultural and other
Total participants	10,968	3,614	474	3,050	1,175	2,285	370
Participants classified by sex*	10,805	3,605	474	2,916	1,173	2,273	364
Males	4,557	1,367	173	1,436	615	784	183
Percent	42.2	37.9	36.5	49.2	52.4	34.5	50.2
Females	6,248	2,238	301	1,480	559	1,489	181
Percent	57.8	62.1	63.5	50.8	47.6	65.5	49.8
Males per hundred females	73	61	57	97	110	54	101

*In organizations that reported participants by sex.

NOTE. Details may not add to totals because of rounding.

Since reports were tabulated by organization, it was possible to separate out programs in which over 90 percent of participants were of a single sex. While only 6.4 percent of males participated in predominantly male programs, the proportion of females in predominantly female programs was 17.5 percent. Predominantly male programs were largely in the civic group and predominantly female programs were in the social service organizations. (See table 12.)

Tabulation of reports by metropolitan status showed more female participants in each type of area, ranging from 54 percent to 59 percent. (See table 13.)

Table 12.--Extent of participation in predominantly male and female adult education programs in community organizations, by type of organization, 1972

(Participants in thousands)

Type of organization	Male participants			Female participants		
	Total	In predominantly male programs*		Total	In predominantly female programs*	
		Number	Percent of total		Number	Percent of total
All participants**	4,557	293	6.4	6,248	1,091	17.5
Churches	1,367	4	0.2	2,238	101	4.5
Other religious	173	13	7.5	301	52	17.3
Y's and Red Cross	1,436	40	2.8	1,480	247	16.7
Civic groups	615	166	27.0	559	104	18.6
Social service	784	61	7.8	1,489	580	39.0
Cultural and other	183	9	4.9	181	7	3.9

*The program as used here is the entire program reported by the organization. This does not include separate male and female classes in organizations which served both sexes. A program was considered predominant if 90 percent of the participants were of one sex.

**In organizations that reported participants by sex.

Table 13.--Sex of participants in community organizations with adult education programs, by metropolitan status, 1972

(In thousands)

Sex	All locations	In central city of SMSA		In SMSA not in central city	Outside SMSA
		Over 200,000	Under 200,000		
Total participants	10,968	5,514	738	2,284	2,431
Participants classified by sex*	10,805	5,383	730	2,274	2,418
Males	4,557	2,216	333	940	1,069
Percent of total reported	42.2	41.2	45.6	41.4	44.2
Females	6,248	3,168	397	1,334	1,349
Percent of total reported	57.8	58.8	54.4	58.6	55.8
Number of males per hundred females	73	70	84	70	79

*In organizations that reported participants by sex.

NOTE.--Details may not add to totals because of rounding.

Age. -- Organizations were asked to report on organized educational activities directed primarily to adults and out-of-school youths. No age limits were established, and it was expected that some persons under 17 would be included in these programs. Of participants reported, 6 percent were under 17 years of age. Two-thirds of these younger persons were in programs given by the Y's and the Red Cross, with most of them in the organized programs of the Red Cross.

A third of the participants in the 17-34 age group were in Y and Red Cross programs, while church programs attracted nearly two-fifths of those 35 or older. More than half (54 percent) of the participants who were 55 years of age or older were in church programs.

The median age of all participants was slightly over 38 years, but there was wide variation among types of organizations. Participants in Y and Red Cross programs had a median age of 30.8 years. Median ages for those in programs of civic and social service organizations were 39.3 and 38.4 years, respectively. At the other end of the scale, those who participated in church programs had a median age of 44.2 years. (See table 14.)

Table 14.--Age of participants in community organizations with adult education programs, by type of organization, 1972

(In thousands)

Age	Total	Churches	Other religious organizations	Y's and Red Cross	Civic groups	Social services	Cultural and other
Total participants	10,968	3,614	474	3,050	1,175	2,285	370
Participants classified by age*	10,315	3,601	468	2,823	1,174	1,884	365
Under 17 years	619	80	10	404	47	53	25
Percent	6.0	2.2	2.1	14.3	4.0	2.8	6.8
17-34 years	3,870	988	173	1,308	448	739	214
Percent	37.5	27.4	36.9	46.3	38.2	39.2	58.8
35-54 years	4,077	1,585	212	880	425	885	89
Percent	39.5	44.0	45.3	31.2	36.2	47.0	24.5
55 years and over	1,749	948	73	231	253	207	36
Percent	17.0	26.3	15.7	8.2	21.6	11.0	9.9
Median age	38.3	44.2	30.8	30.8	39.3	38.4	30.3

*In organizations that reported participants by age.

NOTE.--Details may not add to totals because of rounding.

The median age was highest for participants in organizations outside the SMSA's (41.2 years) and lowest in the large central cities (36.5). This age disparity was primarily the result of the large number of church programs offered outside the SMSA's which attract older participants. In contrast, the Y and Red Cross programs, which attracted the younger participants, predominated in the large cities. (See table 15.)

Table 15.--Age of participants in community organizations with adult education programs, by location, 1972

(In thousands)

Age	All locations	In central city of SMSA		In SMSA not in central city	Outside SMSA
		Over 200,000	Under 200,000		
Total participants	10,968	5,514	738	2,284	2,431
Participants classified by age*	10,315	4,952	738	2,242	2,383
Under 17 years	619	387	36	100	96
Percent	6.0	7.8	4.9	4.5	4.0
17-34 years	3,870	1,958	277	829	806
Percent	37.5	39.5	37.5	37.0	33.8
35-54 years	4,077	1,796	307	1,046	928
Percent	39.5	36.3	41.6	46.6	38.9
55 years and over	1,749	811	118	267	553
Percent	17.0	16.4	16.0	11.9	23.2
Median age (years)	38.3	36.5	38.6	38.7	41.2

*In organizations that reported participants by age.

NOTE: Details may not add to totals because of rounding.

Although the survey data did not permit cross-classification of age and sex, the data already presented above agree with results of the population survey of participation in adult education, which indicated that females over 35 were the main participants in organized adult education offered by community organizations. The data furnished here indicate this is particularly true in the church and social-service programs.

Race.--Blacks accounted for 14.3 percent of the participants--a figure slightly higher than their proportion in the general population. Nearly three-fourths of the black participation in organized adult education programs was in social service organizations and the Y's and Red Cross chapters. (See table 16.)

Table 16.--Race of participants in community organizations with adult education programs, by type of organization, 1972

(In thousands)

Race	Total	Churches	Other religious organizations	Y's and Red Cross	Civic groups	Social services	Cultural and other
Total participants	10,968	3,614	474	3,050	1,175	2,285	370
Participants classified by race*	10,507	3,530	470	2,769	1,173	2,216	349
Black							
Number	1,503	116	51	393	207	726	9
Percent	14.3	3.3	10.9	14.2	17.7	32.8	2.7
Spanish origin							
Number	490	112	24	106	141	98	10
Percent	4.7	3.2	5.1	3.8	12.0	4.4	2.9
Other							
Number	8,513	3,302	395	2,271	825	1,392	329
Percent	81.0	93.5	84.0	82.0	70.3	62.8	94.4
Percent distribution by type of organization:							
Total participants	100.0	33.6	4.5	26.3	11.2	21.1	3.3
Black	100.0	7.7	3.4	26.2	13.8	48.3	0.6
Spanish origin	100.0	22.8	4.9	21.6	28.7	20.0	2.0
Other	100.0	38.8	4.6	26.7	9.7	16.3	3.9

*In organizations that reported participants by race.

NOTE.--Details may not add to totals because of rounding.

About two-thirds of the black participation was in the large central cities of SMSA's and a fifth in SMSA's outside the central cities. The concentration of the black population in the larger cities and the heavy black participation in programs of the social service organizations, which predominate in the SMSA areas outside the central cities, would partially explain this distribution.

Persons of Spanish origin include the Mexican-Americans in the Southwest; the Puerto Ricans, largely in the New York metropolitan area; and the Cubans and other Latin Americans in Florida and other States. Together, to the extent that they were identified by the organizations reporting, they accounted for 490,000 persons, or 4.7 percent of all participants. More than a fourth were enrolled in programs offered by civic organizations, and about one-fifth

or more each were in programs of the churches, the Y's and Red Cross chapters, and the social service agencies. Participation by persons of Spanish origin was heavily concentrated in the larger cities. (See table 17.)

Table 17.--Race of participants in community organizations with adult education programs, by metropolitan status, 1972

(In thousands)

Race	All locations	In central city of SMSA		In SMSA not in central city	Outside SMSA
		Over 200,000	Under 200,000		
Total participants	10,968	5,514	738	2,284	2,431
Participants classified by race*	10,507	5,231	728	2,222	2,326
Black	1,503	1,046	22	390	45
Percent	14.3	20.0	3.1	17.5	1.9
Spanish origin	490	406	8	57	20
Percent	4.7	7.8	1.1	2.6	0.8
Other	8,513	3,778	697	1,776	2,261
Percent	81.0	72.2	95.8	79.9	97.2
Percent distribution by location					
Total participants	100.0	49.2	6.9	21.1	22.1
Black	100.0	69.6	1.5	25.9	3.0
Spanish origin	100.0	82.8	1.7	11.5	4.0
Other	100.0	44.4	8.2	20.8	26.6

*In organizations that reported participants by race.

NOTE: Details may not add to totals because of rounding.

Teaching Staff

More than 654,000 persons were involved in teaching adult education in community organizations. Of these, 22 percent were paid employees, 78 percent served as volunteers. An average of 3.3 paid teaching staff members in each organization contrasted with an average of 10.6 volunteers. Most of the teaching staff were part time, making up 88 percent of the volunteers and 45 percent of the paid employees. Detailed information on teaching staff and on organizations reporting staff members is provided in table 18.

Table 18.--Teaching staff in all community organizations with adult education programs, by pay status and by type of activity, 1972

Type of activity	Organizations				Pay status of teaching staff						Teaching staff per organization	
	Number reporting*		Percent of total**		Number			Percent				
	Paid	Volunteer	Paid	Volunteer	Total	Paid	Volunteer	Total	Paid	Volunteer	Paid	Volunteer
Total teaching staff	43,070	47,950	65.6	73.0	654,100	143,200	510,900	100.0	100.0	100.0	3.3	10.6
Full-time staff, total	38,240	8,460	58.2	12.9	141,600	78,500	63,100	21.6	54.8	12.3	2.0	7.5
Main activity is teaching	10,800	3,400	16.4	5.2	51,100	25,900	25,200	7.8	18.1	4.9	2.4	7.4
Teaches part time	31,560	6,230	48.1	9.5	90,500	52,600	37,900	13.8	36.7	7.4	1.7	6.1
Part-time staff, total	13,070	43,100	19.9	65.7	512,500	64,700	447,800	78.3	45.2	87.7	5.0	10.4
Regularly employed as teachers elsewhere	5,490	22,630	8.4	34.5	122,500	17,200	105,300	18.7	12.0	20.6	3.1	4.7
Regularly employed in nonteaching position	7,740	32,130	11.8	48.9	236,900	27,800	209,100	36.2	19.4	40.9	3.6	6.5
No other regular employment	3,110	26,200	4.7	39.9	125,200	13,300	111,900	19.1	9.2	21.9	4.3	4.3
Other	1,890	1,790	2.9	2.7	27,900	6,400	21,500	4.3	4.5	4.2	3.4	12.0

*Organizations are not additive because some reported more than one category of staff.
**Base is the total number of organizations in the reporting category.

Paid Staff.-- Two-thirds of the community organizations with adult education programs had a paid staff, of whom nearly 55 percent were full time and 45 percent were part time. Teaching as the main activity was reported for one in three of the full-time paid employees; the other two-thirds did some teaching as part of their organizational activity.

Nearly a fourth of the part-time paid employees were regularly employed elsewhere as teachers and two-fifths were employed in nonteaching jobs. The remainder of the part-time paid employees included housewives, retired persons, and students with no regular employment.

Volunteers. -- Nearly three-fourths of community organizations had volunteers as teachers, of whom over 12 percent were full time; the remaining 88 percent were part time. About 23 percent of the part-timers were regularly employed elsewhere as teachers; the remainder were in nonteaching positions or not regularly employed.

Staffing Patterns. -- Only 16.4 percent of organizations reported full-time paid staff members whose main activity was teaching, but 48.1 percent reported full-time staff members who taught part time. Nearly half of the organizations reported using as volunteers persons who were regularly

employed in nonteaching positions. About one-third had volunteers who were employed elsewhere in teaching positions, and nearly two-fifths had volunteers who were not regularly employed. Since organizations reported more than one category of staff, the fractions add to more than 100 percent.

Although churches constituted 75 percent of the organizations, they had less than half of the total teaching staff. Therefore, a wide variation in average number of staff members per organization appeared when churches were compared with all other types of organizations combined. (See tables 19 and 20.) For example, there were 2.0 paid staff members and 6.5 volunteers per church compared with 7.4 paid staff and 23.9 volunteers for all other organizations combined. In contrast, the highest average number of volunteers per organization was in the Y's and Red Cross chapters, with nearly 53 full-time volunteers per organization.

Table 19.--Teaching staff in church organizations with adult education programs, by pay status and by type of activity, 1972

Type of activity	Organizations				Pay status of teaching staff						Teaching staff per organization	
	Number reporting*		Percent of total**		Number			Percent				
	Paid	Volunteer	Paid	Volunteer	Total	Paid	Volunteer	Total	Paid	Volunteer	Paid	Volunteer
Total teaching staff	32,850	36,540	66.3	73.7	305,600	67,100	238,500	100.0	100.0	100.0	2.0	6.5
Full-time staff--total	30,730	6,170	62.0	12.4	76,600	48,200	28,400	25.1	71.8	11.9	1.6	4.6
Main activity is teaching	7,800	2,580	15.7	5.2	29,000	16,200	12,700	9.5	24.1	5.3	2.1	4.9
Teaches part time	25,590	4,500	51.6	9.1	47,600	31,900	15,700	15.6	47.5	6.6	1.2	3.5
Part-time staff--total	7,380	32,630	14.9	65.8	229,000	18,900	210,100	74.9	28.2	88.0	2.6	6.4
Regularly employed as teachers elsewhere	3,200	18,120	6.4	36.6	66,200	8,300	57,900	21.7	12.4	24.3	2.6	3.2
Regularly employed in nonteaching position	4,390	25,760	8.8	52.0	101,700	8,500	93,100	33.3	12.7	39.0	1.9	3.6
No other regular employment	900	21,050	1.8	42.5	60,000	1,200	58,800	19.6	1.8	24.7	1.3	2.8
Other	900	300	1.8	0.6	1,200	900	300	.3	1.3	0.1	1.0	1.0

*Organizations are not additive.
**Base is the total number of organizations in the reporting category.

Table 20.--Teaching staff in all community organizations (except churches) with adult education programs, by status and by type of activity, 1972

Type of activity	Organizations				Pay status of teaching staff						Teaching staff per organization	
	Number reporting*		Percent of total**		Number			Percent				
	Paid	Volunteer	Paid	Volunteer	Total	Paid	Volunteer	Total	Paid	Volunteer	Paid	Volunteer
Total teaching staff	10,220	11,410	65.1	70.0	348,500	76,100	272,400	100.0	100.0	100.0	7.4	23.9
Full-time staff--total	7,510	2,290	46.1	14.1	65,000	30,300	34,700	18.7	39.8	12.7	4.0	15.2
Main activity is teaching	3,000	820	18.4	5.0	22,200	9,700	12,500	6.4	12.7	4.6	3.2	15.2
Teaches part time	5,970	1,730	36.6	10.6	42,900	20,700	22,200	12.3	27.1	8.1	3.5	12.8
Part-time staff--total	5,690	10,470	34.9	64.3	283,500	45,800	237,700	81.3	60.2	87.3	8.0	22.7
Regularly employed as teachers elsewhere	2,290	4,510	14.1	27.7	56,300	8,900	47,400	16.2	11.7	17.4	3.9	10.5
Regularly employed in nonteaching position	3,350	6,370	20.6	39.1	135,300	19,300	116,000	38.8	25.4	42.6	5.8	18.2
No other regular employment	2,210	5,150	13.6	31.6	65,200	12,100	53,100	18.7	15.9	19.5	5.5	10.3
Other	990	1,490	6.1	9.1	26,700	5,500	21,200	7.7	7.2	7.8	5.6	14.2

*Organizations are not additive.
**Base is the total number of organizations in the reporting category.

Methods of Operation

Organizations were asked to identify their teaching methods and indicate which was used most frequently. Other identifications requested were types of physical facilities, membership and fee requirements, and sources of income support for adult education activities.

Because churches made up over 75 percent of community organizations offering adult education activities, totals in tables for this section are shown separately for all organizations, for churches, and for all organizations except churches.

Teaching Methods.--Over 97 percent of the reporting organizations used classes, study groups, lecture series, group discussions, and seminars; over 90 percent indicated these were the most frequent methods. Over 41 percent employed film series, but fewer than 1 percent named them the most frequent method. Nearly one-third reported using workshops, and one-fourth offered individual instruction from a private teacher as part of their program. Fewer than one-fifth of the organizations reported some use of programed instruction and livingroom seminars. (See tables 21 and 22.)

Table 21.--Teaching methods used by community organizations in conducting adult education programs, 1972

Teaching method	All organizations	Churches	All organizations except churches					
			Total	Other religious	Y's and Red Cross	Civic groups	Social service	Cultural and other
Number reporting use of one or more teaching methods	66,770	50,480	16,280	3,310	3,360	3,730	4,350	1,540
Percent using method								
Classes, study groups, lecture series, group discussions, seminars	97.2	98.6	93.0	96.9	93.2	92.5	92.8	85.4
Workshop	32.4	25.8	53.1	51.7	46.9	53.1	51.5	74.4
Correspondence courses	5.0	5.3	3.8	13.4	0.1	4.0	0.6	0.0
Film series	41.2	41.5	40.2	24.8	55.5	34.7	49.5	27.1
Individual instruction from a private teacher	23.4	18.7	38.2	40.8	38.9	46.5	34.2	22.4
Courses given over educational television or radio	0.6	0.0	2.4	2.7	4.5	1.9	1.4	1.3
Educational trips/field trips to museums, planetarium, etc	7.2	4.4	15.7	7.5	11.2	35.0	8.5	16.7
Programed instruction	18.0	17.7	18.9	13.6	30.0	11.2	22.9	13.4
Livingroom seminars	17.9	18.5	16.0	21.1	4.7	23.8	12.7	20.0
Other	3.1	1.2	9.1	5.7	10.4	10.4	6.1	19.3

Table 22.--Teaching method used most frequently by community organizations in conducting adult education programs, 1972

Teaching method most frequently used	All organizations	Churches	All organizations except churches					
			Total	Other religious	Y's and Red Cross	Civic groups	Social service	Cultural and other
Number reporting a most frequently used method	66,670	50,480	16,190	3,310	3,290	3,730	4,330	1,530
Percent reporting method as most frequently used	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Classes, study groups, lecture series, group discussions, seminars	90.3	96.2	72.0	70.3	76.2	78.6	68.9	59.8
Workshop	1.7	0.0	7.1	10.0	2.9	6.3	4.4	19.6
Correspondence courses	0.1	0.0	0.3	1.5	0.0	0.0	0.0	0.0
Film series	0.8	0.0	3.2	1.5	3.9	0.0	7.9	0.0
Individual instruction from a private teacher	4.4	2.6	10.0	13.3	7.2	5.8	15.0	4.6
Courses given over educational television or radio	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Educational trips/field trips to museums, planetarium, etc.	0.1	0.0	0.4	0.0	0.0	1.4	0.3	0.0
Programed instruction	0.6	0.6	0.8	0.0	3.5	0.0	0.3	0.0
Livingroom seminars	1.1	0.6	2.8	3.3	0.2	4.6	2.0	4.6
Other	0.8	0.0	3.4	0.0	6.1	3.2	1.2	11.4

Fifty-three percent of the organizations reported use of workshops--except churches, which reported a slightly over 25-percent use. More than 38 percent used individual instruction by a private teacher--except churches, which reported a 19-percent use.

Facilities. -- Almost all churches and 70 percent of the other religious organizations reported use of churches, synagogues, or other religiously affiliated facilities. These facilities were used also by more than a fourth of each of the other types of organizations surveyed except cultural organizations, where only about 11 percent used church facilities. (See table 23.)

Table 23.--Facilities used by community organizations for conducting adult education programs, 1972

Type of facilities	All organizations	Churches	All organizations except churches					
			Total	Other religious	Y's and Red Cross	Civic groups	Social service	Cultural and other
Number reporting use of one or more types of facilities	66,750	50,480	16,270	3,310	3,350	3,730	4,330	1,540
Percent using specified facilities								
Public or private school or college facilities	14.0	4.6	43.0	35.6	50.0	42.3	45.1	39.8
Libraries or museums	3.7	1.8	9.4	1.6	6.6	15.3	11.8	12.0
Other Federal, State, or local government facilities	6.9	3.4	17.9	3.4	34.4	25.9	13.1	7.8
Churches, synagogues, or other religiously affiliated facilities	81.3	96.4	34.5	69.5	28.1	28.2	26.7	10.8
Private homes	23.[illegible]	23.7	23.0	30.2	8.5	31.0	25.9	22.5
Other community organizations	9.2	2.4	30.2	24.7	43.8	30.4	30.4	11.6
Own building	8.8	1.8	30.7	21.0	44.3	30.2	30.6	23.4
Other types of facilities	4.0	0.3	15.2	6.2	13.1	16.8	17.1	30.4

Principal facilities used by organizations other than churches were those of public or private schools or colleges. Half the Y's and Red Cross chapters used such facilities, as did 45 percent of social service organizations,

42 percent of civic groups, 40 percent of cultural organizations, and 36 percent of other religious organizations. In contrast, fewer than 5 percent of the churches reported use of school or college facilities. Fewer than two-thirds of organizations other than churches conducted programs in their own buildings or used the facilities of other community organizations. "Own building" was not a separate questionnaire category, but, since it was written in by 30 percent of nonchurch respondents, it was made a separate category. Y's and Red Cross chapters and civic groups were the largest users of other Federal, State, and local government facilities.

Sources of Income.--The large majority of community organizations reported reliance on their general budget as income source for their adult education activities. Nearly 85 percent of churches reported general budget as a source, compared with 59 percent of cultural organizations. On the other hand, over 46 percent of cultural organizations reported student fees as a source, compared with only 12 percent of churches, indicating an inverse relationship between reliance on general budget and on student fees.

Reported contributions from the general public ranged from 7.1 percent for Y's and Red Cross chapters to 19.4 percent for other religious groups (they were the second most important source for churches). About a third of the Y's and Red Cross chapters reported contributions from social service agencies, such as Community Chest or United Givers Fund. (See table 24.)

Table 24.--Sources of income for conducting adult education programs in community organizations, by type of organization, 1972

Source of income	All organizations	Churches	All organizations except churches					
			Total	Other religious	Y's and Red Cross	Civic groups	Social service	Cultural and other
Number reporting one or more sources of income	66,390	50,180	16,210	3,260	3,350	3,730	4,340	1,530
Percent reporting specified income source								
General budget	82.1	84.6	74.2	78.0	77.7	69.1	78.4	58.8
Contributions	17.3	18.2	14.2	19.4	7.1	13.8	16.7	12.8
Student fees	16.7	12.1	31.2	33.8	36.3	23.3	26.6	46.4
Special contracts or grants	9.1	3.6	26.0	26.9	7.1	34.9	35.8	16.1
Social service agencies	5.1	0.0	20.8	18.7	33.6	17.8	21.2	4.1
Other	4.9	1.8	14.4	12.0	6.0	6.5	26.4	22.7

Membership, Dues, and Fee Requirements. -- Fewer than 8 percent of all organizations had membership requirements for participation in adult education programs. Of the nearly 5,000 organizations requiring membership, 70 percent required dues. (Data derived from table 25.)

Table 25. --Requirements for participation in adult education programs of organizations, by type of organization, 1972

Requirements	All organizations	Churches	All organizations except churches					
			Total	Other religious	Y's and Red Cross	Civic groups	Social service	Cultural and other
Membership & dues requirements								
Total organizations responding	66,450	50,180	16,270	3,310	3,350	3,730	4,350	1,530
Percent of total responding	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Organizations with membership requirements	7.5	3.4	19.9	9.9	26.2	28.7	9.7	35.6
Dues required	5.2	2.2	14.4	6.0	25.7	23.5	0.5	24.8
Dues not required	2.1	1.2	4.8	3.9	0.4	5.1	6.8	10.0
No response	0.2	0.0	0.7	0.0	0.1	0.1	2.4	0.8
Organizations without membership requirements	92.5	96.6	80.1	90.1	73.8	71.3	90.3	64.4
Fee requirements								
Total organizations responding	66,670	50,480	16,190	3,310	3,320	3,720	4,310	1,530
Percent of total responding	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Organizations with fee requirements	22.3	17.2	38.1	35.7	45.6	33.5	35.5	45.3
For all courses	10.0	7.0	19.2	17.7	21.2	12.4	20.6	30.7
For some courses	12.3	10.2	18.9	18.0	24.4	21.1	14.9	14.6
Organizations without fee requirements	77.7	82.8	61.9	64.3	54.4	66.5	64.5	54.7

Rather sharp differences in membership requirements among the various types of organizations were revealed. Only 3.4 percent of the churches reported membership requirements, in contrast with 20 percent reported by all other organizations. Approximately 10 percent each of other religious and of social organizations had membership requirements, whereas over 26 percent of Y's and Red Cross chapters, 29 percent of civic groups, and 36 percent of cultural organizations had membership requirements.

Over 22 percent of all organizations required fees (other than membership and dues). Of these, 12 percent required fees for some courses and 10 percent required fees for all course offerings. Only 17 percent of churches reported fee requirements for participation in at least some courses, whereas over twice this proportion of all other organizations reported fee requirements. Over 45 percent of Y's and Red Cross chapters, and cultural organizations indicated a fee requirement.

Membership and dues requirements were tabulated by location of the mailing address of the respondent organization to permit examination of the relationship between membership requirements and location. (See table 26.) A comparison of the percent of organizations having memberhip requirements reveals that, although a definite difference existed among types of organizations, there appeared to be little difference based upon location. Similar organizations had similar membership requirements, regardless of location.

Fee requirements are presented in table 26. Over 22 percent of all organizations had fee requirements for course participation, varying from a high of 29.3 percent for those located in SMSA's but not in the central city, to a low of 6.7 percent for locations in central cities of SMSA's with a population of less than 200,000.

Table 26.--Requirements for participation in adult education programs of community organizations, by location of organization, 1972

Requirements	Location of organization				
	Total all organizations	In central city of SMSA with population greater than 200,000	In central city of SMSA with population less than 200,000	In SMSA not central city	Outside SMSA
Membership & dues requirements					
Total organizations responding	66,450	21,460	5,170	13,040	26,780
Percent of total responding	100.0	100.0	100.0	100.0	100.0
Organizations with membership requirements	7.5	7.4	7.7	8.6	6.9
Dues required	5.2	3.4	6.9	7.4	5.2
Dues not required	2.1	3.6	–	1.2	1.7
No response	0.2	0.4	0.8	*	–
Organizations without membership requirements	92.5	92.6	92.3	91.4	93.1
Fee requirements					
Total organizations responding	66,670	21,420	5,170	13,[illegible]	26,770
Percent of total responding	100.0	100.0	100.0	100.0	100.0
Organizations with fee requirements	22.3	28.6	6.7	29.3	16.7
For all courses	10.0	17.6	2.1	11.0	4.8
For some courses	12.3	11.0	4.6	18.3	11.9
Organizations without fee requirements	77.7	71.4	93.3	70.7	83.3

*Less than 0.05.

COMPARISON WITH OTHER SURVEYS

One aspect of measuring adult education involves reconciliation of the numbers of participants reported by organizations offering adult education activities with the numbers reported by the participants themselves. In this survey, reports from community organizations showed an estimate of 10,968,000 participants, compared with the May 1972 Current Population Survey (CPS) estimate of 1,996,000 participants in activities offered by a roughly comparable population of organizations. Although this disparity of 9 million is large, a number of factors may help explain the difference. These factors include coverage, concept, duplication, and memory.

Coverage

The 1969 and 1972 CPS's directed the question regarding adult education activities toward persons between the ages of 17 and 34 who were not regularly enrolled in school and all persons 35 years or over. Therefore, those persons 17 to 34 years of age attending a regular school were automatically eliminated from further questions on adult education, when, in actuality, these students very well may have been enrolled also in programs offered (for example) by Y's or Red Cross chapters. Such exclusion may account for slightly over 1,000,000 persons.

Concept

The general public seems to consider structured school experiences as educational, and informal types of activities as social or recreational. The relatively low totals estimated from the CPS would appear to support this observation. Conversely, organizations reporting adult education activities have a broader concept of education and may tend to overreport by including marginal activities (such as drop-in sessions) as education. For example, persons taking first aid courses offered by the Red Cross for a specific purpose (such as serving as first aid official in an industrial plant) would attach considerable importance to the program. Persons with only casual interest are likely to discount the activity as an educational experience. In another example, a person who attends a church-sponsored program of a nonworship nature may not consider this an educational experience, whereas the minister would report it as such.

Another factor to consider is the social stigma or low self-esteem that may be associated with a person taking a literacy program. These participants may not wish to recognize such personal inadequacy or admit attending such a program.

Under the present state of information, any attempt to quantify the gaps indicated is speculative. However, an examination of the detailed types of programs of 10 hours or more, with a factor of 0 to 50 percent applied according to the possibility of these conditions being present, yields a possible 4,000,000 difference in reporting. The highest factor (50 percent) was applied to programs in adult basic education, religion, safety and survival, hobbies and recreation, and sports instruction. No reporting differences were assumed for general education (excluding adult basic), occupational training, and civic and public affairs.

Duplication

Although duplication of participants within an organization could be eliminated, it is recognized that persons may take courses in different organizations within the same 12-month period. This survey reported an average of 1.3 courses per participant per organization. If we assume the average number of courses taken per person was 1.5 in all organizations -- an average consistent with results in the 1969 and 1972 CPS's --the difference would be reduced by 1,000,000 persons.

Memory

Studies of survey response have produced evidence that events of short duration are quickly forgotten and that recent events are more likely to be remembered than those of several months ago. In this survey, 30 percent of the 14,542,200 registrations, as recorded by organizations for the entire 12-month period, were in programs of less than 10 hours' duration. If we assume that the average recall period for short-duration programs was 3 months, this may account for about 2,000,000 persons.

Other Factors

Additional factors to be considered in reconciling numbers of participants might include the desire of organizations to improve their public image. Thus, shorter programs may be reported as 3-hour programs, and unorganized programs may be reported as organized. This overreporting by organizations would increase the number of participants. On the other hand, underreporting

in the CPS would result if participants were reluctant to admit going to school at an advanced age. Furthermore, since the initial interview was conducted with one member of the household, he may not have been always aware of adult education activities of other household members, so that some participants never received the questionnaire.

Table 27 presents the characteristics of participants as reported in this survey of adult education in community organizations (SAECO) compared with those reported in the 1969 and 1972 CPS's and in a survey conducted by the National Opinion Research Center (NORC) in 1962.

Table 27.--Comparisons of characteristics of participants in adult education activities in community organizations in three surveys

(All data in percent of totals)

Participant characteristics	SAECO 1971-72	CPS 1969	CPS 1972	NORC 1962
Total participants	10,968,000	1,554,000	1,996,000	446
SEX				
Male	42.2	30.9	29.4	32
Female	57.8	69.1	70.6	68
AGE				
Under 35 years	43.5	41.0	43.8	40
35 years and over	56.5	59.0	56.2	60
Median age	38.3	37.3	36.8	36.5
RACE				
White		92.5	92.4	90
Black	14.3	6.4	6.5	9
Spanish origin	4.7	–	–	–
Other	81.0	1.1	1.1	*

*Less than one-half of one percent.

APPENDIXES

A. --Survey Methodology

B. --Survey Questionnaire

APPENDIX A

SURVEY METHODOLOGY

Design and Definitions

Since this study was a first attempt to obtain data from an unknown population and, therefore, used untested sample frames, its design was phased to provide check points on the survey methods: phase I developed and pretested the survey instrument and clarified definitions; phase II included a pretest of survey design and sample frames in five geographic areas; and phase III was the full-scale national survey. The samples of organizations selected for phases II and III were drawn in such a way that it was possible to combine responses from both phases to arrive at national estimates.

The surveyed population consisted of community-based, nonprofit organizations offering adult education. "Community-based, nonprofit organization" and "adult education" were defined as follows:

> Community-based, nonprofit organization includes all private, nonprofit organizations designed primarily to offer services, or to serve as a vehicle for association, to members or to the general public; educational services may be only incidental to the main organizational purpose. Excluded from this definition are public and private schools and colleges; Federal, State, and local government agencies; profitmaking organizations; partisan political organizations; and organizations which limit membership to a particular profession, trade, or group.
>
> Adult education is instruction provided for adults and out-of-school youth, and embraces all part-time noncredit education activities at all instructional levels. It includes only programs primarily for developing skills, knowledge, habits, or attitudes. Activities primarily social, recreational, fundraising, or for producing goods are not included. (Modification of definition in Handbook VI of the USOE State Educational Records and Reports series.)

The phase I pretest was conducted in the Baltimore, Md., and Washington, D.C., metropolitan areas. It was necessary to contact a large number of organizations to find enough to include in a small survey. The organizations were screened by telephone to determine the existence of adult education programs and the organizations' willingness to participate. Nine organizations were finally selected and then visited in person to discuss the questionnaire forms and the information; the forms were left with the respondents for completion. After the forms were returned, they were reviewed and the organizations were recontacted, where necessary, to clarify responses. The pretest required some modifications in the questionnaire forms and instructions.

During the pretest period, the list of organizational types, within the scope of the definition, was more clearly defined, then consolidated as follows:

Civic, historic, neighborhood organizations: Citizens' unions, taxpayers associations, public affairs organizations, historical clubs, senior citizen organizations.

Churches, synagogues.

Religious organizations other than churches or synagogues.

Social service organizations: Goodwill Industries, Red Cross, charitable homes, YWCA, YMCA, American Cancer Society, etc.

Cultural organizations: Art, music, drama, study and discussion groups, poetry, etc.

Miscellaneous and unclassifiable.

Sources of Inscope Organizations

The heterogeneous nature of the study population made it impossible to identify a source for organizations usable, alone, as a national sampling frame. Eventually, three separate sources were used: the following describes each source and discusses briefly how it was used in the sample selection procedures.

National-List Sample Frame.--The first source, the Exempt Organization Master File, was a national file of tax-exempt organizations maintained by the Internal Revenue Service (IRS) and containing data on over 500,000 organizations. For each organization, a number of descriptive characteristics had been coded, including its classification, purpose, activities, and affiliation (central, intermediate, local, or independent). The file was sorted and 319,142 organizations with the following classification codes were

retained as possible members of the study population:

IRS class code	Classification
030	Charitable organization
031	Educational organization
032	Literary organization
033	Organization to prevent cruelty to animals
034	Organization to prevent cruelty to children
035	Organization for public safety testing
036	Religious organization
037	Scientific organization
038	Cooperative hospital service organization
040	Civic league
041	Local association of employees
042	Social welfare organization
070	Pleasure, recreational, or social club
080	Fraternal beneficiary society, order, or association

Although some of the class codes were marginal with respect to the definition of the population, it was felt that it would be better to include some organizations known to be ineligible rather than risk excluding subgroups containing eligible organizations.

Several attempts were made to use other available codes for additional stratification of the retained organizations. For example, the coding of reported organizational activities and purposes was applied to identifying a subpopulation containing a higher proportion of organizations with adult education activities. However, this coding proved inconsistent within classes of organizations. National organizations, known to have educational activities and for which there were many local chapters on file, were found to be coded in a number of ways, some with and some without the educational activity code. The affiliation code also proved deceptive, since the file contained local chapters of national organizations coded as independent as well as central. It was learned that the IRS was aware of these inconsistencies and that both the file and the coding system were undergoing revisions. For these reasons, it was decided not to make further stratification, thus avoiding the risk of error in defining strata or in excluding or undersampling certain subpopulations.

Local-List Sample Frame.--During phase II, five of the areas selected for study were visited to develop methods of compiling local lists to supplement the national list of organizations. Personal visits were made with local

chambers of commerce, libraries, organizations with active adult education programs, public school officials, and individuals known to have an interest in continuing education. Libraries and social service agencies which handle distribution of Community Chest funds proved particularly helpful. These agencies, for the most part, were able to identify those community agencies which would be eligible for inclusion in the study.

Telephone directories (both white- and yellow-page sections) augmented local lists. In small, sparsely populated areas, the listing operation was fairly straightforward; it was possible to scan and list 100 percent of the organizations from both sections of the telephone directories and to eliminate duplicate listings as the work progressed.

Developing a local list of organizations in large, heavily populated areas was more complicated. It soon became apparent that community organizations were more likely to be listed in the white rather than the yellow pages of the telephone directories. However, unless exact names are known they cannot be easily located in the white pages. The tendency of organizational listings to appear in clusters provided a key-word procedure for identifying frequently used first words in names. To provide as complete coverage as possible, three types of key-word lists were developed: geographic, regular, and religious.

The geographic key-word list consisted of names of the State, county, city, and other geographical entities in the sample areas. Added to this were names of localities with a post office in the county and city, and local subdivisions in these cities and localities. The geographic key-word list was unique to each sample area, and its size varied substantially with population and degree of urbanization. The regular key-word list consisted of words commonly used in designating the type of organization likely to be within scope of the definition. The religious key-word list consisted of about 50 religious denominations.

Many organizations were found in both the white and yellow pages and thus were often listed more than once. In more sparsely populated areas with relatively small lists, duplicate listings were eliminated by visual inspection. In larger areas with several hundred listings, the names and telephone numbers were put on punch cards and sorted by telephone number to eliminate duplications. For very heavily populated SMSA's, these methods proved inadequate. To reduce clerical workload, seven areas required a procedure involving a sampling of directories serving the area and of 3-digit exchange numbers. A detailed description of the method is given later in the appendix.

Although not infallible, these procedures were thorough enough to catch most inscope organizations, particularly the large important ones. Field visits and conferences with knowledgeable persons in a few key areas verified the completeness of coverage.

Local Chapters of National Organizations.-- Lists of local chapters of national organizations were a third source of organizations. During phase II certain types of national organizations reported large adult education programs. Since the overall efficiency of the sample could be improved if these organizations could be identified and sampled with certainty, lists of local chapters from the American Red Cross, the YMCA, YWCA, and YWHA were obtained. In addition, data were obtained on the size characteristics (number of classes and registrations) of the local chapters, which permitted the construction of strata and provided the basis for allocating the sample.

Sample Design and Selection Procedures

The original study design called for 50 primary sampling units (PSU's)[1/] in developing the local-list sample frame. These 50 PSU's were selected by partitioning all PSU's into 50 strata of approximately equal population and selecting one PSU from each stratum, with probability proportional to its population.[2/] (The New York Consolidated Metropolitan Area (CMA) and the Los Angeles Standard Metropolitan Statistical Area (SMSA) were PSU's which were selected into the sample with certainty, since each was large enough to define an entire stratum.) Because of delays in obtaining the national-list sample frame, the number of strata was reduced by collapsing 12 of the original strata into 6 and selecting 1 PSU from each of the collapsed strata.[3/] This left a total of 44 PSU's to be listed for subsampling.

1/ PSU's were counties or groups of counties as defined by the Bureau of the Census for the Current Population Survey.

2/ The four smallest PSU's selected each had selection probabilities less than .01 and therefore had sample weights in excess of 100. To reduce the effect this would have on sample variances, the size of these four PSU's was increased so that all PSU sample weights would be less than 100. The PSU's were enlarged in a way which did not bias the survey results.

3/ One PSU was selected from each of the 6 collapsed strata by selecting 1 of the 2 originally selected PSU's with probability proportional to its stratum population. This selection procedure gave each PSU in a collapsed stratum an overall selection probability proportional to its population, relative to the population of the collapsed stratum.

As described earlier, listings of potentially eligible organizations were compiled from telephone directories for each selected PSU. In the 7 largest PSU's, listings were developed by using a sample of appropriate directories, and the listed organizations were stratified by the 6 categories of organizational types. By using systematic random sampling within strata (categories), stratified samples of these organizations were selected from within each PSU.

To compute selection probabilities, organizations were given a chance to be selected from only one of the three types of listing sources. That is, Y's and Red Cross chapters were selected only from the lists of chapters and branches supplied by the parent organizations and not from the IRS national list or from the local lists. Moreover, all organizations selected from the local lists that were also included on the national list were dropped from the local-list sample, except for churches. Churches were sampled only from local lists since they were not well represented on the national list.

Allocations of the total sample to each of the three sample frames and of the local-list sample to the six categories of organizational types were based upon an optimum-allocation analysis. Preliminary data collected during phase II were used in this optimization analysis. The resulting sample sizes, corresponding to the three sample frames, and the allocation of the local-list sample to the six categories are described below.

Phase II Local-List Sample Design.-- The pretest of the local-list sampling frame, which included a sample of 634 organizations, was carried out in 5 PSU's (Philadelphia SMSA, Baltimore SMSA, San Jose SMSA, Tucson SMSA, and Bates County, Mo.) of the 44 selected for local listing and subsampling. Of the 634 organizations surveyed, only 339 were retained. This reduction reflected the modification made in the definition of the survey population and the elimination of organizations listed on more than one sampling frame.

Phase II National-List Sample Design.-- A sample of 600 organizations from the IRS file was allocated among 3 different groups, each selected for a specific purpose. The groups, the sample sizes, and the study purpose for each are given below:

1. One-third was randomly selected from the entire list of organizations considered in scope. The group--selected to discover what kinds of organizations are contained on the national list--was retained as part of the full-scale study in phase III.

2. One-sixth was randomly selected from the entire list of organizations considered out of scope. This group--selected to test the established in-scope criteria--was not included in the full-scale sample in phase III.

3. One-half was a random selection of in-scope organizations from that portion of the IRS file corresponding to the five PSU's in phase III. This sample--selected to see whether in-scope organizations from the national list differed in any important aspect from those on the local list--was not retained in phase III.

Comparison of statistics of selected national-list organizations with those of selected local-list organizations indicated that (1) the percent of responding institutions with adult education was much higher for respondents from the local-list sample (25 percent) than for those from the national-list sample (10 percent) and (2) the size of adult education activities was much larger in local-list organizations.

The more than 300 in-scope organizations selected from the 5 PSU's were used in conjunction with the local-list sample to compute estimates of the percents of in-scope organizations listed on (1) the national list only, (2) the local lists only, and (3) both the national and the local lists. These estimates were needed for allocating the sample to the 3-list sources.

A sample of 100 out-of-scope organizations was selected to determine if any adult education activities occurred in these organizations. No respondent reported any such activity and, consequently, out-of-scope organizations were excluded from phase III.

Phase III Sample Design.-- In an early stage of the study, a total of 5,348 organizations had been selected into the sample for the two study phases. The allocation of the total sample was made for the entire study irrespective of the phasing. This number was later reduced to 4,650 by eliminating the 100 out-of-scope organizations surveyed in phase II, the 300 in-scope organizations corresponding to the 5 PSU's in phase II, and 300 organizations which were found to be duplicated on both the national and the local lists. The allocation of the remaining 4,650 organizations is given in table A-1.

Allocation of the Sample to Churches.-- Since churches were selected only from local lists, the sample allocation to churches was determined first to simplify the remaining allocation analysis. Although equal sample sizes for each of the six organizational categories would have dictated that one-sixth of the total sample be churches, it was decided that a sample of approximately 600 churches would be adequate since churches were fairly homogeneous relative to the survey response items.

Table A-1.--Sample allocation to the sample frames, by study phase

Sample frame	Phase II	Phase III	Total
Total	536	4,114	4,650
National organization lists -- total	–	790	790
Red Cross chapters	–	298	298
YMCA's	–	384	384
YWCA's	–	98	98
YMHA's & YWHA's	–	10	10
IRS national list -- total	197	1,396	1,593
Local PSU lists -- total	339	1,928	2,267
Churches	39	511	550
Other religious	66	214	280
Civic	69	514	583
Social service	59	477	536
Cultural	63	60	123
Miscellaneous	43	152	195

Allocation of the Sample to Y's and Red Cross chapters.--Before optimization analysis was carried out, it was decided to form a new category for Y's and Red Cross chapters and to obtain national lists of their branches or chapters for sample selection. A sample of 790 organizations was allocated to YMCA's, YWCA's, and Red Cross chapters based on the number of branches and estimated enrollments. (Similar information was not available from the YMHA and YWHA.) This allocation was approximately proportional to total class enrollments in each. Table A-2 gives the total number of branches or chapters within each organization, the total class enrollments, and the resulting sample sizes.

Table A-2. --Measures of size and sample allocation to Y's and Red Cross chapters offering adult education activities

Organization	Chapter or branches	Estimated class enrollments	Sample size
Total	(1)	(1)	790
Red Cross	722	4,571,000	298
YMCA	1,703	6,259,000	384
YWCA	415	1,681,000	98
YMHA and YWHA	44	Not obtained	10

(1) Not additive

The size data provided were also used to define strata among the chapters or branches within each parent organization and to allocate the sample to these strata. The Red Cross chapters were divided into five groups, based upon the population of the area served. Table A-3 gives the size measures and resulting sample sizes for the groups.

Table A-3. --Allocation of the Red Cross sample to the five size strata

Stratum	Population of area served	Number of chapters	Measure of size (classes)	Sample size
	Total	2,668	366,600	298
I	Fewer than 10,000	1,600	32,700	34
II	10,000 - 24,999	520	36,900	37
III	25,000 - 99,999	393	84,100	84
IV	100,000 - 499,999	125	112,500	113
V	500,000 or more	30	100,400	30

A YMCA yearbook for 1971 provided a measure of size in the number of groups with enrollment (classes). The sample was allocated among five defined strata in proportion to the aggregate measures of size. Table A-4 shows the five strata, the number of branches in each, the aggregate measures of size, and the resulting sample sizes.

Table A-4. --Allocation of the YMCA sample to the five size strata

Stratum	Number of classes in branches	Number of branches	Measure of size (classes)	Sample size
	Total	1,703	354,190	384
I	Fewer than 50	413	4,690	14
II	50– 99	301	22,900	25
III	100–249	558	97,600	108
IV	250–499	324	120,000	130
V	500 or more	107	109,000	107

From data obtained for YWCA's, the number of registrations (not enrollments) in each YWCA was used to define five strata. Aggregate measures of size, based on total registrations, were then assigned to the strata. Sample sizes proportional to these measures were determined (with some overallocation to the smallest stratum). Table A-5 shows the size measures and the resulting sample sizes for the five strata.

Table A-5. --Allocation of the YWCA sample to the five size strata

Stratum	Number of registrants in branches	Number of branches	Measure of size (registrants)	Sample size
	Total	415	2,294,600	98
I	Fewer than 2,000	123	147,600	10
II	2,000– 4,999	132	462,000	21
III	5,000– 9,999	110	825,000	33
IV	10,000–19,999	39	585,000	23
V	20,000 or more	11	275,000	11

Selection of National-List Sample.-- Selection of organizations from the national list was a systematic random sampling. Since organizations on the IRS tape were grouped by four geographic regions, the sample was essentially stratified by region with proportional allocation. Of the 1,593 organizations from the national list, 197 had already been selected for sampling in phase II. The remaining 1,396 organizations were selected from the national list of 319,142. A screening of these organizations provided 1,551 potentially eligible organizations, which was reduced by 10 percent to reach the required 1,396.

Selection of Local-List Sample.-- Selection of the sample from the local lists was more complex than that from the national list. One complication was the listing of fractions for the seven largest PSU's; that is, only some fraction of the potentially eligible organizations in each PSU was listed. This method substantially reduced the task of listing, with only slight increases in sample variances.

The organiztions listed in each of these seven PSU's were determined as follows: First, the central telephone directory serving the largest city in the PSU was automatically included in the listing procedures. The remaining directories serving the PSU were then grouped into three or more homogeneous sets, each containing approximately the same number of subscribers. Often a set would contain an inner-city directory and one or more suburban directories. Each 3-digit calling prefix used in the PSU was identified uniquely with one telephone directory, and one or two of the directory sets were then selected at random. The directories included in the selected set (or sets) plus the central telephone directory constituted the sample for the PSU.

Once a sample of directories was available, a subsample of telephone prefixes was obtained by picking a random sample of (ordered) pairs of numbers from those prefixes associated with the selected directories. The pairs selected identified the last two digits in the prefixes to be used for listing; that is, all potentially in-scope organizations in the selected directories that had telephone prefixes whose last two digits were the same as the pair of digits selected were listed for subsampling. For example, if the pair, 2 and 7, was selected, potentially eligible organizations with telephone prefixes 227, 327, 427, ...927 would be listed.

Table A-6 gives the overall listing fractions for the seven largest PSU's along with the directory and the prefix sampling fractions. These fractions apply to all directories in the PSU's, except those central directories selected with certainty. For central directories, the directory sampling fraction was equal to 1 and the prefix sampling fraction was equal to the overall listing fraction.

Table A-6. --Fractions used in the seven largest PSU's

PSU	Directory sampling fraction	Prefix sampling fraction	Overall listing fraction
New York CMA	1/3	3/20	1/20
Los Angeles SMSA	1/3	1/5	1/15
Chicago CMA	1/3	1/5	1/15
Philadelphia SMSA	1/3	3/10	1/10
San Francisco SMSA	2/3	3/10	1/5
St. Louis SMSA	1	1/4	1/4
Pittsburgh SMSA	1	1/4	1/4

Mailing, Followup, and Response

Mail surveys were conducted during phases II and III. Phase II was a pretest of the questionnaire, sample frames, and the survey methodology; phase III was the full-scale national survey. The sample was designed to utilize responses from both phases.

Phase II Survey.-- Phase II required two distinct mail surveys: A pretest of the methodology for constructing the local-list sample frame, and a pretest of the national-list sample frame.

a. Local-List Sample.-- This consisted of 634 organizations selected from lists developed in the 5 PSU's identified for study during phase II. The initial mailout to the local-list sample organizations was made on November 17 and 18, 1971; mail followup went to nonrespondents on November 29. Telephone followups to all nonrespondents were made during the week beginning December 10.

Telephone followup involved contacting the respondent and completing the questionnaire on the telephone. If the respondent refused, but asked that another copy be mailed to him, this was done. Telephone numbers that were "busy" or where the interviewer got "no answer" were called up to five times on different days and at different hours.

Lists of organizations that could not be contacted by telephone or whose responses required clarification were forwarded to field interviewers for

personal followup. Where there was a change of address or no telephone listing, various local sources were contacted to locate a spokesman for the organization.

Followup work produced an additional 60 completed questionnaires. The two mailings, the telephone, and the local followup efforts yielded 524 questionnaires (82.6 percent). Table A-7 presents response rates for the PSU's and for type of organization.

Table A-7.--Response rates for phase II local-list sample organizations, by PSU and type of organization

PSU and type of organization	Number mailed	Returns	
		Number	Percent
Total	634	524	82.6
PSU sample areas			
Philadelphia SMSA	181	158	87.3
Baltimore SMSA	118	97	82.2
San Jose SMSA	212	160	75.5
Tucson SMSA	111	103	92.8
Bates County, Mo.	12	6	50.0
Type of organization			
Civic organizations	100	83	83.0
Churches	73	53	72.6
Other religious organizations	74	65	87.8
Social service	121	106	87.6
Cultural organizations	120	94	78.3
Miscellaneous	90	73	81.1
Certainty	[1]56	50	89.3

[1] Y's and community centers in Philadelphia SMSA were sampled with certainty: that is, all those so identified were included in the sample.

b. National-List Sample. --The first mailing of 600 questionnaires to the phase II national-list sample organizations took place on February 17, 1972. A mail followup was sent to all organizations that had not responded by March 6. A telephone followup was made with 50 percent of those who had not responded by March 17. One-sixth of the respondents as of March 6 were recontacted by telephone to validate their responses. Table A-8 gives the response rates observed for the phase II national-list survey.

Table A-8. --Response rates for phase II national-list sample organizations

Sample	Number mailed	Returns	
		Number	Percent
Total	600	308	51.3
Random "in scope"	197	100	50.8
Random "out of scope"	100	58	58.0
Five PSU's "in scope"	303	150	49.5

For several reasons, response rates for the national-list sample fell below those for the local-list sample. The national list was received from IRS after several months' delay, thus not permitting as extensive a telephone followup as that adopted for the local-list sample. One-half the sample organizations were not clustered by PSU, which made personal followups impractical. In addition, the IRS file was not current (whereas the local listings were compiled from the latest telephone directories) and contained many organizations which list the in-care-of address of the secretary who filed the latest record with the IRS.

Phase III Survey. -- Phase III operations provided for an initial mailout and two followup mailings. The questionnaire had been slightly revised on the basis of the earlier experience but the mailing procedure was the same. The initial mailing took place on April 15, 1972. The first followup was mailed on April 29, and the second on May 15-16.

The telephone followup was started on June 1--a bit prematurely since some mailed responses were still being received. However, because many adult education activities terminate by June, it would have been more difficult to

reach responsible officials if the followup had been further delayed. A systematic sample of 481 of the 1,659 nonrespondents was selected for telephone followup in proportion to the number of nonrespondents in each sample frame. In mid-June, a second telephone followup on a sample of 316 nonrespondents included some nonrespondents to the first telephone followup. Table A-9 gives the results of these followup activities. Table A-10 shows response rates for the combined phase II and phase III samples.

Table A-9.--Response rates for phase III mailing and telephone followup samples, by sample frame

Mailing and telephone followup	Total	Local list	National list	Y's	Red Cross
Initial mailing, 4/15/72	4,114	1,928	1,396	492	298
Responses received by 6/1/72	2,455	1,093	854	411	97
Nonrespondents	1,659	835	542	81	201
First telephone followup sample, 6/1/72	481	242	157	24	58
Responses:					
Total	255	141	49	18	47
By mail	61	16	8	5	32
By telephone	194	125	41	13	15
Percent of sample	53.0	58.3	32.2	75.0	81.0
Nonresponses:					
Total	226	101	108	6	11
No telephone listing	111	20	90	1	–
Other	115	81	18	5	11
Second telephone followup sample, 6/18/72	316	173	92	15	36
Responses:					
Total	172	103	34	12	23
By mail	13	5	3	3	2
By telephone	159	98	31	9	21
Percent of sample	54.4	59.5	37.0	80.0	63.9
Nonresponses:					
Total	144	70	58	3	13
No telephone listing	50	4	46	–	–
Other	94	66	12	3	13

Table A-10.--Response rates for combined phase II and phase III samples, by type of response

Type of response	Total		Local list		National list		Y's		Red Cross	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Total	4,650	100.0	2,267	100.0	1,593	100.0	492	100.0	298	100.0
Positive*	984	21.2	314	13.9	112	7.0	315	63.9	243	81.5
Negative**	1,640	35.3	901	39.8	690	43.3	42	8.5	7	2.4
Ineligible***	488	10.5	321	14.2	167	10.5	–	–	–	–
Undeliverable	254	5.4	128	5.6	116	7.3	10	2.0	–	–
No response	1,284	27.6	603	26.5	508	31.9	125	25.6	48	16.1

*A positive response refers to a questionnaire received from an eligible organization having and reporting an adult education program.
**A negative response refers to a questionnaire received from an eligible organization reporting no adult education program.
***An ineligible response refers to a questionnaire received from an organization which had eliminated itself by its response to the screening questions.

Method of Weighting

Weighting expressions used for respondents in the local-list samples, the IRS national-list sample, and the Y and Red Cross samples are given below.

Weighting Expressions for Local-List Sample Respondents.-- The sample weight, W_{hijk}, assigned to the k^{th} organization selected from the j^{th} category in the hi^{th} PSU and responding to one of the three mail waves or T1 is

$$W_{hijk} = W_{hi} \frac{1}{f_{hi}} \frac{N_{hij}}{n_{hij}} ,$$

where

W_{hi} = The PSU weight provided by NCES,

f_{hi} = the PSU listing fraction used for the telephone directories (which was equal to 1 except for seven of the largest cities 4/)

N_{hij} = the total number of organizations listed in the j^{th} category in the hi^{th} PSU, and

n_{hij} = the number of organizations selected from the j^{th} category in the hi^{th} PSU.

If the responding organization was part of the T2 response, the appropriate weight is that given by the previous expression multiplied by 3.69. That is, for T2 respondents,

$$W_{hijk} = 3.69\, W_{hi} \frac{1}{f_{hi}} \frac{N_{hij}}{n_{hij}} .$$

4/ The PSU listing fractions were 1 except in New York City, Philadelphia, Los Angeles, Chicago, San Francisco, St. Louis, and Pittsburgh.

Weighting Expressions for National-List Sample Respondents.--The sample from the IRS national list was selected in four stages. In phase II a systematic random sample of 1 in 200 was selected from the national list, and a subsample of 3/4 of those judged to be potentially eligible was retained. In phase III a systematic random sample of 1 in 57 was selected from the remainder of the national list, and a subsample of 9/10 of those potentially eligible was retained and added to the phase II national-list sample. Therefore, the selection probability, P_k, for the k^{th} potentially eligible organization on the national list is:

$$P_k = \frac{1}{200}\frac{3}{4} + \frac{797}{800}\frac{1}{57}\frac{9}{10} = .01948$$

It follows that the weight, W_k, assigned to the k^{th} organization selected from the IRS national list and responding to one of the three mail waves or T1 is:

$$W_k = 1/.01948 = 51.335$$

If the k^{th} responding institution from the IRS national list was obtained in T2, its weight is 3.69 times its initial weight:

$$W_k = 3.69\ (51.335) = 189.426$$

Weighting Expressions for Y's and Red Cross Respondents.--The sample from the national lists of Y's and Red Cross chapters was a stratified random sample. Sixteen strata were used: five Red Cross strata, five YMCA strata, five YWCA strata, and one stratum for the YMHA's and YWHA's. The sample weight, W_{hk}, assigned to the k^{th} organizations selected from

stratum h and responding to one of the mail requests or T1 is:

$$W_{hk} = N_h/n_h ,$$

where

N_h = the total number or organizations included in stratum h, and

n_h = the number of organizations selected for the sample from stratum h.

If the k^{th} responding institution from stratum h was obtained from T2, its weight is given by:

$$W_{hk} = 3.69\ N_h/n_h .$$

National Estimates Procedure

Estimates of a population total, X, were computed by summing the products of the sample weights and values of the variable X across all participating organizations. Means and proportions were estimated by taking the appropriate ratios of estimated totals.

Estimates of the variances of estimated totals were made by summing the variance estimates for local-list and national-list estimated totals. The local-list sample consisted of a multistage sample carried out in 42 noncertainty PSU's and 2 certainty PSU's. The 42 noncertainty PSU's were obtained by selecting 1 from each of 42 strata. Therefore, the variance estimates for local-list estimated totals were made by grouping the 42 noncertainty PSU's into 21 pairs and defining half-samples in each of the 2 certainty PSU's.

The sample selected from the national list was stratified. Since a subsample of nonrespondents was followed up, a double-sampling approach was used to estimate the variances of estimated totals from national-list strata.

Variances of ratio estimates (i.e., means and proportions) were estimated by using Taylor's approximation to the variance of a ratio estimate. This was done by using the variance estimates for totals, discussed above, and similar estimates for covariances.

Each of the expressions used to compute national estimates and corresponding variance estimates is given in the next section.

Estimate of a Population Total

The estimate, x', of a population total can be written as:

$$x' = x'_A + x'_B \qquad (1)$$

where

x'_A = the estimated total from the local-list samples, and

x'_B = the estimated total from the national-list samples.

The national-list samples include samples from the IRS national list, the list of Red Cross chapters, and the lists of YMCA's, YWCA's, YMHA's, and YWHA's.

The estimate, x'_A, from the local-list samples was computed as the sum of the estimates from the 2 certainty PSU's and the 42 noncertainty PSU's; that is,

$$x'_A = x'_{A1} + x'_{A2}$$

$$= \sum_{h}^{2} \sum_{j}^{n_h} W_{hk} x_{hk} + \sum_{h}^{42} \sum_{j}^{n_{hi}} W'_{hik} x_{hik}, \qquad (2)$$

where

n_h = the number of organizations participating in the study in certainty PSU h,

W_{hk} and x_{hk} = the weight and value of the variable for k^{th} participating organization in certainty PSU (stratum) h,

n_{hi} = the number of organizations participating in the study in the noncertainty PSU selected (i^{th}) in stratum h, and

W_{hik} and x_{hik} = the weight and value of the variable for the k^{th} participating organization in noncertainty PSU hi.

The subscript j used to denote a category in the previous discussion on sample weights has been dropped to simplify this presentation.

The sample selected from the national lists was stratified and 17 strata [5/] were used in its selection. The number of strata defined from each list is shown as follows:

Total	17
IRS national list	1
Red Cross chapters	5
YMCA branches	5
YWCA branches	5
YMHA & YWHA branches	1

The estimate x'_B is of the form:

$$x'_B = \sum_{h}^{17} x'_h = \sum_{h}^{17} \sum_{k}^{n_h} W_{hk} \; x_{hk}, \qquad (3)$$

5/ There are 17 strata given here (rather than 16), since the IRS national list is being included as a stratum.

where

n_h = the number of organizations participating in national-list stratum h, and

W_{hk} and x_{hk} = the sample weight and value of the variable for the k^{th} organization participating in national-list stratum h.

Estimates of totals were computed by substituting values for x'_A and x'_B given by equations (2) and (3) into equation (1).

Survey Estimates and Corresponding Variance Estimates for Subpopulations

Estimates of totals and ratios and their variances for subpopulations were made by using the same equations as those given above for the corresponding estimates for the entire population. For subgroup estimates, however, the values of the variables were simply taken to be zero for all organizations not included in the particular subpopulation.

Editing and Validation

After the returned questionnaires were reviewed for reasonableness, consistency, and adherence to instructions, the number of courses and enrollment data were compared with the unduplicated count of program participants and with teaching staff data. When inconsistencies were found, the respondent was contacted to determine whether the data reflected the actual situation or the questionnaire was misinterpreted. This followup work was done by telephone and by mail.

In addition to this continuous effort, samples of respondents from each of the sample frames used in phases II and III were selected for validating the information provided. Validation was completed by telephone to permit probing in evaluating the mail response. Interviewers were instructed to make up to five attempts at different times of day and on different days to reach the respondent organizations.

For this evaluation, questionnaires were divided into two categories: (1) Responses from organizations reporting programs qualifying as adult education (positive returns) and (2) responses from organizations considered ineligible and organizations which were eligible but did not have an adult education program (negative returns).

The main concern in validating a positive return was to check the organization's classification, the activities reported as adult education, enrollment, and the teaching staff.

Organizations with negative returns were contacted to determine if they were, in fact, ineligible or if any of their activities would qualify as adult education.

Phase II Validation.-- Phase II validation was conducted with a sample of 96 organizations, of which 32 were positive and 64 were negative returns. Thirty positive and 27 negative returns were successfully validated; that is, the questions had been interpreted correctly and the organizations had properly classified their activities.

Personal contacts with respondents during phase II followup and validation activities pointed up the need for modifying the questionnaire to eliminate the potential reporting problems. Changes included:

Addition of the definition of a course to the questionnaire, because some respondents were reporting the number of sessions or the number of times a particular course was taught in the 12-month reporting period as the number of separate courses.

Expansion of the definition of types of activities considered adult education to include hobby and recreational activities involving organized instruction. A specific place for reporting sports and recreational lessons was provided.

Inclusion of a limitation of 3 hours or more in the definition of adult education.

Phase III Validation.--One hundred and four respondent organizations (30 Y's, 23 Red Cross chapters, and 51 other organizations) offering adult education programs and representative of each of the sample frames were chosen for validation.

Validations were completed with 27 Y's. No changes were required in organizational classification, demographic characteristics, or staff members. However, 4 organizations had overreported the number of courses offered, resulting in an overall reduction of 6.2 percent in adult education activities.

Validations were completed with 22 Red Cross chapters; all were properly classified. Special care was taken to insure that reporting of adult education courses conformed to survey instructions. Slight adjustments were made in the number of individuals served (down 1.6 percent) and in total staff (up 3.6 percent).

All 51 questionnaires selected from the national and local sample organizations were validated. All organizations were properly classified as in scope and returned as positive returns. As a result of the validation activity, adjustments reduced the weighted total number of courses by 12.5 percent, increased the number of individuals served by 25.3 percent, and raised the net changes in the weighted total number of staff members by 1.6 percent.

Personal Contact With Respondents

During both phases of the study, personal visits were made to a few respondent organizations to determine how carefully reporting requirements were completed, what records were used, and how accurately responses portrayed educational programs.

These contacts produced rather significant findings. For example, staff members reported as full time may have teaching responsibilities not only in adult programs but also in children and youth programs. The questionnaire had not been designed to obtain an allocation of staff time between the two groups and it is doubtful that such detail could have been obtained by mail.

Another problem was that of reporting adult education programs. In one case, the respondent had extracted from the course catalog all courses offered during the preceding 12 months, grouped and tabulated the data by the appropriate subject areas, and transcribed the totals onto the reporting form. This procedure resulted in duplicate counting of courses offered more than once during the year, yielding a count of 238 courses. Eliminating the duplication produced a total of 90 separate courses.

In reporting the average total hours for courses in the same grouping, an additional error occurred when hours of instruction for each course were simply totaled and the sum transcribed onto the questionnaire.

In general, respondents were conscientious and displayed careful reflection upon their programs. Some of the questionnaire items were difficult to answer without a rather extensive student file. Without records, an unduplicated count of participants for a program involving several terms throughout the year can be difficult.

Sampling Errors

Estimates of sampling errors were computed for some of the principal characteristics of the organizations, their programs, and their participants. These estimates are presented in tables A-11 through A-13 in the form of the coefficient of variation along with the estimated total or ratio to which they apply. Table A-14 provides 68 percent confidence-interval estimates on the estimates for all community organizations with adult education activities.

Interpretation of these estimates of sampling error can best be demonstrated through an example. The estimated total number of participants in the adult education programs in community organizations was 10,968,000. The likelihood that the total number of participants in the population (an unknown) differs by more than $\pm$ the product of coefficient of variation and the estimated total, owing to sampling error alone, is approximately .68. In this example, this information could be expressed in terms of the following confidence interval:

$10,968,000(1-.087) < X < 10,968,000(1+.087)$ with 68-percent confidence

$10,014,000 < X < 11,922,000$ with 68-percent confidence,

where X is the value which would be obtained by applying the same survey procedure to the entire population.

In other words, the chances are 68 out of 100 that the actual number of adult education participants as defined in this survey would, if a complete count were made, fall somewhere between 10,014,000 and 11,922,000.

Table A-11.--Estimated population totals and their coefficients of variation, by type of organization

Estimated totals and coefficients of variation	All organizations	Churches	Other religious organizations	Y's and Red Cross	Civic groups	Social services	Cultural and other
Number of organizations with adult education programs	66,770	50,480	3,310	3,360	3,730	4,350	1,540
Coefficient of variation	.072	.086	.194	.065	.149	.172	.194
Number of participants (in thousands)	10,968	3,614	474	3,050	1,175	2,285	370
Coefficient of variation	.087	.125	.297	.064	.376	.304	.441
Number of courses offered	323,770	185,910	17,880	57,830	27,930	25,550	8,760
Coefficient of variation	.087	.136	.231	.077	.188	.179	.324
Number of full-time paid staff members	78,540	48,170	3,800	3,900	5,260	13,780	3,630
Coefficient of variation	.112	.160	.221	.121	.308	.238	.571
Number of full-time volunteer staff members	63,080	28,380	3,770	17,250	2,970	10,220	490
Coefficient of variation	.197	.363	.703	.179	.390	.469	.661
Number of part-time paid staff members	64,730	18,930	1,670	19,290	10,740	5,170	8,930
Coefficient of variation	.136	.310	.306	.136	.354	.416	.521
Number of part-time volunteer staff members	447,770	210,080	31,950	124,860	40,350	33,930	6,600
Coefficient of variation	.115	.199	.318	.069	.258	.335	.341

Table A-12. --Estimated proportions and their coefficients of variation, by type of organization

Estimated proportions and coefficients of variation	All organizations	Churches	Other religious organizations	Y's and Red Cross	Civic groups	Social services	Cultural and other
Percent male	.422	.379	.365	.492	.524	.345	.504
Coefficient of variation	.054	.028	.096	.023	.124	.237	.061
Percent female	.578	.621	.635	.508	.476	.655	.496
Coefficient of variation	.039	.017	.055	.022	.139	.125	.061
Percent black	.143	.0[illegible]	.109	.142	.176	.328	.027
Coefficient of variation	.229	.453	.347	.062	.360	.302	.226
Percent Spanish	.047	.032	.051	.038	.120	.044	.030
Coefficient of variation	.136	.561	.587	.391	.204	.595	.249
Percent other	.810	.935	.840	.820	.703	.628	.943
Coefficient of variation	.040	.034	.066	.028	.119	.147	.053
Courses per organization	4.85	3.68	5.41	17.20	7.49	5.87	5.65
Coefficient of variation	.058	.093	.160	.078	.140	.149	.266
Students per course	44.91	27.99	36.01	62.74	67.85	101.94	65.51
Coefficient of variation	.082	.108	.166	.057	.248	.292	.355

Table A-13.--Estimated proportions of community organizations utilizing various income sources and their coefficients of variation, by income sources

Estimated proportion and coefficient of variation	Income source				
	Student fees	General budget	Special contracts or grants	Social service agencies	Other
Estimated proportion	.167	.821	.091	.051	.221
Coefficient of variation	.216	.036	.179	.155	.102

Table A-14.--Confidence-interval estimates (68-percent) of estimated numbers, proportions, and ratios for community organizations with adult education programs

Estimated numbers, proportions, and ratios	68 percent-confidence interval estimates		
	Estimated total/proportion	Lower bound	Upper bound
Estimated numbers:			
Organizations with adult education programs	66,770	61,960	71,580
Participants (in thousands)	10,968	10,014	11,922
Courses offered	323,770	295,600	351,940
Full-time paid staff members	78,540	69,740	87,340
Full-time volunteer staff members	63,080	50,650	75,510
Part-time paid staff members	64,730	55,930	73,530
Part-time volunteer staff members	447,770	396,280	499,260
Proportion of participants who are:			
Male	.422	.399	.445
Female	.578	.555	.601
Black	.143	.110	.176
Spanish	.047	.040	.053
Other race	.810	.778	.842
Ratios of estimated totals:			
Courses per organization	4.85	4.57	5.13
Participants per course	44.91	41.21	48.61

APPENDIX B

SURVEY QUESTIONNAIRE

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION
WASHINGTON, D.C. 20202

April 15, 1972

Gentlemen:

We seek your cooperation to provide the Commissioner of Education, the Congress, and other governmental units and private organizations involved in adult education with statistics on adult education activities in community organizations.

This survey seeks information on some of the characteristics of community organizations and their educational programs. When combined with the results of other surveys, the information will give an overall picture of adult education activities in the United States.

Data for individual organizations will not be identified in any published report. Your participation will be helpful to the interests of all of us and, we believe, to you, both through your ability to use the resulting reports and indirectly through the services of all the agencies who will use these data. We have tried very hard to minimize the effort and time we ask of you, because your continued goodwill is very important to us.

Sincerely,

Dorothy M. Gilford

Dorothy M. Gilford
Assistant Commissioner
for Educational Statistics

OMB 51 S71041
Expires July 31, 1972

GENERAL INFORMATION AND INSTRUCTIONS

An effort has been made to make this questionnaire as brief as possible and still obtain all the necessary information. The questionnaire has been divided into three sections:

A. Organizational characteristics

B. Adult educational activities

C. Staff and operations

We urge you to read through all of the materials before completing the form in order to gain an understanding of the nature and the scope of this survey.

Your organization has been selected from a list of agencies, associations, and other groups which are likely to be involved in adult educational activities. Whether you are engaged in such activities or not, it will be helpful to us in evaluating this list if you would complete the first few questions. At that point, it will be determined whether your activities fall within the scope of this survey. If they do not, your participation in this survey will be complete.

A postage-paid envelope is enclosed for your convenience in returning the completed form.

SECTION A - ORGANIZATIONAL CHARACTERISTICS

1. Name of organization _____

2. Address _____

_____

Name of person completing form (Please print)

_____ Title _____

Telephone number _____

3. Is your organization a branch or affiliate of a larger organization?

☐ No. This is a local organization and not affiliated with a larger organization. Check one of the following:

☐ one location only

☐ two or more separate locations in this area. List name and addresses of other locations.

_____

_____

☐ Yes. This is a branch of a __ State, __ Regional, or __ National organization.

Name and address of headquarters of parent organization:

_____

_____

Your response to the remainder of the questionnaire should include only adult education activities which are administered from your location (some of these activities may be carried out in facilities other than those at your location, e.g., in a public library, a rented hall, etc.)

4. Please check the category below which best describes your organization or your branch if you are a part of a larger organization. (If necessary, you may check more than one category if you feel that you cannot reasonably describe your organization with only one.)

___ 1. School, college, or university (public or private)
___ 2. Agency of Federal, State, or local government
___ 3. Private business organization
___ 4. Labor union, or trade or professional association
___ 5. Partisan political group (Democrats, Republicans, etc.)
___ 6. Library or museum
___ 7. Hobby clubs, recreational, athletic or sports organizations
___ 8. Racial or ethnic organizations
___ 9. Veterans' organizations
___ 10. Service clubs
___ 11. Fraternal and lodge organizations and orders
___ 12. Civic, historic, neighborhood organizations: citizens' unions, taxpayers associations, historical clubs, public affairs organizations
___ 13. Religious organizations: churches and other religious organizations
___ 14. Social welfare organizations: Goodwill Industries, Red Cross, charitable homes, humane societies, YMCA, etc.
___ 15. Cultural organizations: art, music, drama, study and discussion groups, poetry, etc.
___ 16. Senior Citizens' organizations, associations, etc.
___ 17. Other. Please specify _____

In Question 4 above, if you checked only numbers from 1 to 11, you should stop here and return the form in the envelope provided. If you checked a number from 12 to 17, please continue with the questionnaire.

5. Is your organization a:

☐ profit-making organization

Stop here and return form in the envelope provided.

☐ nonprofit-making organization

Please continue with the questionnaire.

SECTION B - ADULT EDUCATION ACTIVITIES

In order not to overlap with other studies of adult education, only certain educational activities are considered to be within the scope of this project. In this section we define which activities these are. Please read this section very carefully to determine which of your educational activities are to be included in responding to the remainder of the questionnaire.

Please include only those educational activities which meet ALL FOUR of the following requirements:

In-Scope

1. Educational activities primarily directed toward adults or out-of-school youth, that is, toward the age group who are beyond compulsory school age in your area.
2. The main purpose of these activities is the development of skills, knowledge, information, habits, or attitudes. (GED) General Educational Development courses are included.
3. The activities involve some form of organized instruction, although there is no restriction on the method used.
4. Most of the participants are primarily engaged in activities other than education, that is, they are employed persons, housewives, retired persons participating on a part-time basis, etc.

* * * * * *

Do not include any of the following activities:

Out-of-Scope

1. High school or college courses for credit.
2. Activities which have as their main purpose fund raising or the production of goods.
3. Organizational activities, such as membership meetings or fellowship meetings, even though the meeting includes a program with a speaker, a panel, etc.
4. Worship services or church meetings held primarily for fellowship or worship purposes.
5. In-service training of volunteers or paid staff members.
6. Social and recreational activities not involving organized instruction such as hobbies, arts and crafts, sports, etc.

If you have ANY activities which meet ALL of the four In-Scope requirements above the dotted line and are not described by any of the statements below the dotted line, continue with the questionnaire.

If you have no educational activities which meet all four In-Scope requirements check here ☐, and return the questionnaire in the envelope provided.

For the remainder of the questionnaire, please limit your responses to the educational activities which meet all four In-Scope requirements. Do not include figures for any activities described by the statements below the dotted line.

In the following question, we request several kinds of information to be given separately for different types of adult education activities. We have used twenty separate categories for adult education activities plus a total. If you are unable to break down your figures at this level of detail, please report only for the six general categories and the total:

Total
General Education
Occupational Training
Community Issues
Personal and Family Living
Sports and Recreational Lessons
Miscellaneous

If you are unable to break your data down into the six general categories, we would appreciate getting figures for the total, only. If you are not able to provide exact figures, we would appreciate it if you would give us your best estimate.

REMEMBER - High school or college courses for credit are not to be included.

DEFINITION OF "COURSE":

> "In determining the number of courses in Column A, count each organized curriculum or related learning experience presented on a regular or systematic basis as a single course. For example, Beginning French is a single course even though you may have 2 or 3 sections. A program on drug education would be a single course, even though it may be repeated many times. If however, programs cover different topics (e.g., a program designed for physicians and another program designed for laymen), then they should be counted as separate courses."

Only those courses of 3 hours or more total instruction should be counted, for purposes of this survey.

6. ALL FIGURES ON THIS PAGE SHOULD REFLECT YOUR ACTIVITIES DURING THE PAST 12-MONTHS. Be sure to include only those activities defined as in scope on page 3. If you do not have exact figures to fill in this chart, please give us YOUR BEST ESTIMATE.

ADULT EDUCATION ACTIVITIES (See the buff colored insert for additional detail)	A Number of courses (3 hours or more)	B Average total hours per course (estimate)	C Total number of adult registrations*
TOTAL (ALL EDUCATION COURSES)			
GENERAL EDUCATION (non-credit only)(Total)			
Adult Basic Education.....			
Americanization.....			
High School Equivalency, or GED, or College Subjects.....			
Other General Education.....			
OCCUPATIONAL TRAINING (Job-related courses).....(Total)			
Professional, Technical, Business, Sales, etc.....			
Skilled, Semi-skilled, and Service Occupations.....			
Agriculture, Forestry, Fish and Game....			
Other Occupational Training.....			
COMMUNITY ISSUES.....(Total)			
Civic and Public Affairs.....			
Religion.....			
Safety and Survival.....			
Other Community Issues.....			
PERSONAL AND FAMILY LIVING.....(Total)			
Home and Family Living.....			
Personal Development.....			
Other Personal and Family Living.....			
SPORTS AND RECREATIONAL LESSONS....(Total)			
Hobbies and Recreational Lessons.....			
Sports Lessons.....			
MISCELLANEOUS.....(All other combined)			

* Include only adults or out-of-school youth.

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7. Of the total count of registrations shown on the "Total" line on Column C of question 6, what was the total number of different individuals who participated in these activities? (In other words, count only once a person taking two courses during the 12-month period.

Number of individuals _____

Please indicate whether this number is:

☐ an exact count

☐ your best estimate

8. Of the total individuals shown in question 7, please give us your best estimate of their characteristics:

Male ___ %	under 17 yrs. of age ___ %	Negro/black ___%
Female ___ %	17 to 34 yrs. of age ___ %	Spanish Surname ___ %
Total 100%	35 to 54 yrs. of age ___ %	All Others ___ %
	55 and over . . . . . ___ %	Total 100%
	Total 100%	

9. Please indicate which of the following types of facilities were used to conduct the adult education courses or programs that you listed in question 6. Please check USED or NOT USED for each.

USED	NOT USED	
☐	☐	Public or private school or college facilities
☐	☐	Libraries or museums
☐	☐	Federal, state, or local government facilities. (Do not include schools, libraries, or museums in this category)
☐	☐	Churches, synagogues, or other religiously affiliated facilities
☐	☐	Private homes
☐	☐	Other community organizations
☐	☐	Other types of facilities. IF USED: Specify

10. Please indicate which of the following methods were used to conduct the adult education programs listed in question 6. Please check USED or NOT USED for each.

USED	NOT USED	
☐	☐	1. Classes, study groups, lecture series, group discussions, seminars
☐	☐	2. Workshops
☐	☐	3. Correspondence courses
☐	☐	4. Film series
☐	☐	5. Individual instruction from a private teacher
☐	☐	6. Courses given over educational television or radio
☐	☐	7. Educational trips/field trips to museums, planetariums
☐	☐	8. Programmed instruction or other teaching machine
☐	☐	9. "Living room" seminars
☐	☐	10. Other. IF USED: Specify _____

_____

_____

11. Please circle the number which corresponds to the one method listed in question 10 which was used most frequently in most cases.

1 2 3 4 5 6 7 8 9 10

12. Is membership in your organization required for participation in the adult education courses you listed in question 6?

☐ Yes for all courses
☐ Yes for some courses
☐ No (GO TO QUESTION 13)

A. IF YES: Is there a fee or dues for membership:

☐ Yes
☐ No

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13. Other than membership dues, are any fees required for course participation?

☐ Yes for all courses
☐ Yes for some courses
☐ No

SECTION C - STAFF AND OPERATIONS

14. In the appropriate boxes, please provide the number of instructors of the various adult education activities reported in question 6 conducted by this organization during the past 12 months. Include all instructors even though they may no longer be on the staff at this time.

		Paid Employee	Volunteer
Persons working full-time* in this community organization. *More than 30 hours per week	whose main activity is teaching courses in this organization		
	who teach part-time in addition to other activities in this organization		
Persons working part-time in this community organization.	who are regularly employed as a teacher in a school or college		
	who are regularly employed in a non-teaching position		
	who have no other regular employment (housewife, retired person, etc.)		
	Other. Specify ____ _____ _____		

15. Consider the following statement as a description of your organization.

> Education for adults and/or out-of-school youths is the primary activity of this organization.

Would you say this statement is:

☐ Mostly true

☐ Mostly false

16. Which of the following sources of income support adult education activities of this organization?

	SOURCE	NOT SOURCE
Student fees	☐	☐
General budget of organization	☐	☐
Special contracts or grants ..	☐	☐
Social Service agencies	☐	☐
Other. Specify _____	☐	☐

_____

Thank you for your cooperation. Please return this questionnaire in the envelope which has been provided.

EXPLANATION OF ADULT EDUCATION ACTIVITY CODE

GENERAL EDUCATION

Adult Basic Education (Reading, writing, arithmetic)

Americanization for Immigrants

High School Equivalency, GED, or College Subject, General

Arts (appreciation and history of art, drama, music)

English (grammar, literature, speech, creative writing)

Foreign Languages and Literature

Social Studies, such as anthropology, archaeology, economics, history, philosophy, political science, psychology, sociology, etc.

Sciences, such as Earth and Space Sciences, Life Sciences, Chemistry, Mathematics, Physics, etc.

OCCUPATIONAL TRAINING (COURSES GIVEN PRIMARILY FOR PERSONAL DEVELOPMENT SHOULD NOT BE INCLUDED UNDER THIS HEADING)

Vocational/Technical

Agriculture, Forestry, Fish and Game

Distribution and Marketing, such as wholesale and retail trade, buying, general merchandise, etc.

Health Occupations, such as dental services, medical services, rehabilitation services, etc.

Home Economics, such as institutional management, dietician, etc

Office Occupations, such as bookkeeping, cashier, filing, office machines, secretarial, stenography, typing, etc.

Technical, such as airplane piloting, computer programming, electronics, teacher aides, etc.

Trades and Industry, such as construction, maintenance, repair, services, etc.

Other Vocational/Technical

Managerial, Proprietary

Administration, such as accounting, personnel management, computer sciences, PPBS, etc.

Communication and Entertainment, such as radio/TV, newspaper, publishing, advertising, performing arts, etc.

Construction, Manufacturing, such as building contracting, factory management, etc.

Finance, such as banking, credit, insurance, real estate, etc.

Food, Lodging, Personal Services, such as restaurant and hotel management, hospital administration, etc.

Government (Public Administration)

Merchandising/Store Management

Transportation and Utilities, such as airline, bus, railway, trucking, electricity, etc.

Other Managerial, Proprietary

Professional

Engineering-related

Health-related

Social-related

Other professional

Other occupational training

COMMUNITY

Civic and Public Affairs

Community participation, such as leadership, voter education, etc.

Domestic (national and local) issues, such as conservation and pollution control, educational crises, urban problems, etc.

International Affairs

Religion, such as Bible Study, Church Organization and Problems, etc.

Safety and Community Survival, such as Accident Prevention, First Aid, Lifesaving, Civil Defense, Driver Training, Traffic Safety, etc.

PERSONAL AND FAMILY

Home and Family Living, such as Child Care, Cooking, Family Relations, Flower arranging, gardening, landscaping, Household management, etc.

Personal Development, such as grooming, money management, investment, physical fitness and self-defense, public speaking, speed reading, understanding self, etc.

SPORTS AND RECREATIONAL LESSONS

Hobbies and Recreational Lessons, such as drama, music, painting, creative experience, woodworking, etc.

Sports Lessons

MISCELLANEOUS

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